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Assistant*



JOURNAL OF
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DENTAL ASSISTANTS
ASSOCIATION

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EDITORIAL STAFF

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Editor

VIOLET L. CROWLEY
3105 Tanglewood Road
Houston 5, Texas

Contributing Editors

BETTY MACY
709 Olympia Bldg.
Miami, Florida

OPAL IOERGER
215 E. Lincoln
Wichita, Kansas

VERA FUHRMAN
500 American Building
Seattle, Washington

GLADYS HAVEY
Five Glen Court,
Greenwich, Connecticut

• • •

Views of the News

Editor

ALBERTA REED
753 Franklin Road N.E.
Massillon, Ohio

• • •

BUSINESS STAFF

Business-Advertising Mgr.

LAURA WHIFFEN
1521 Medical Arts Bldg.
Houston, Texas

Subscription Mgr.

DOROTHY KOWALCZYK
410 First Nat'l Bank Bldg.
La Porte, Ind.

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THE *President's* PAGE

We are now in the midst of the season of Graduation and Commencement, and while most of us are beyond the age of High School or College we do have a season to compare with these great days. This is the time of year when most Local Societies and State Associations are selecting new officers. It is commencement time for these new officers and graduating time for those who have served for the past year.

Let us examine the qualifications of leadership which we find in the newly elected officers. Some are chosen because of personal charm and personality; others are chosen because of loyalty to the organization; many are chosen because of dependability in service on committees. We could name many reasons for the selections, but I want to remind you of some of the reason we may overlook.

It is often said by disappointed candidates that the organization is run by a "clique". It is true that the same faces show up year after year and progress from one office to another. But this is as it should be. To become an efficient officer it is necessary to go through the steps of serving on committees; then as chairman, learning to work with others for the good of all. Some advance more rapidly than others and some fall by the wayside through inability to co-operate or due to lack of initiative.

In a large society there are many to chose from and much talent to use. In a smaller society it is necessary to call on the same ones over and over. A State Officer will be much better prepared by her experience in handling the affairs of a local office, and all these things must be taken into consideration in making nominations.

What I want to bring to your attention is that many capable members are overlooked because they are not aggressive and may be actually bashful in letting their ability be known. I have in mind two instances which prove that the quiet, serene type may make better officers than some who

seem to have more "Pep" and enthusiasm. I don't want to play down our theme for the year, "Enthusiasm", but here again enthusiasm has many guises and can be used in different ways by different people.

In the first case there was elected a president of a Local Society one who was very reluctant to accept office, feeling that she was not capable and admitting that she would need a lot of help. And that is what actually happened . . . she DID need a lot of help and she got it from the entire membership. They realized that she was not the "fireball" that some others claimed to be, and they all pitched in and made it one of the most successful years of the Society. So, don't overlook the qualities of leadership in the shy type of person. Often the results will be outstanding.

In the second case, a very reticent member attended all the meetings of a large Society, but she was always on the back seat, and never, never, opened her mouth to enter into discussion, just sat and smiled and listened. But later she moved to a smaller city and she was responsible for the organizing of a new Society, was elected President and later became State President. She said that the inspiration she received from seeing the other D.A.'s who were able to preside at a meeting gave her the confidence she needed to overcome her fear of speaking in public. She determined to improve herself so that she could speak with authority and indeed she did become one of the most poised officers ever to conduct a State Meeting.

The qualities of leadership are in all of us, they just need to be nurtured and developed. If you feel that you are the type described here don't refuse an office, but accept and work at it and when the time comes you, too, will find the strength to carry on. Use the qualities of leadership which are within you and the results will be gratifying.

My sincere congratulations to all newly elected officers, may this be the best year your Association has ever known . . . because of YOUR LEADERSHIP. With very best wishes, I am

Cordially yours,

STEVE ANN MONTGOMERY, *President.*

TELEPHONE CULTURE

By GLADYS HAVEY



GLADYS HAVEY

The telephone has accomplished much since the first telephone exchange in the world was opened in New Haven, Connecticut seventy-five years ago. Although in itself, it is only a thing of fabricated insulating materials and metal, under capable hands it can bring about prompt, courteous and intelligent contacts. Every time you speak over the telephone, you project three personalities—your own, your doctor's, and that of your office. The party at the other end of the line cannot see you or your office and can only judge it by the tone of your voice and the manner of your response. So you see, we have the privilege of not only handling this most important instrument in business today, but have been selected to use it, so let us not abuse it!

Voice

Voice quality has a psychological bearing on all human relations and as most

This is the first of a series of articles on "office procedures" that will appear in the Dental Assistant. The author is a dental assistant in Greenwich, Connecticut, and is presently serving on the staff of the Dental Assistant as Contributing Editor.

appointments, and especially first appointments, are made over the telephone it is imperative that our voice has the welcome ring, that it is a voice with inflection, one that invites further acquaintance.

You cannot alter the pitch range of your voice, it is true, but the amplitude or loudness of your voice and the timbre or shades of inflection are controllable.

Speak in a well-modulated, distinct voice, a little more slowly than in ordinary conversation and directly into the mouthpiece. The lips should not be more than $\frac{1}{2}$ inch away—every inch the lips are away from the mouthpiece means 120 miles further the voice must travel. Never shout into the mouthpiece—the phone is tuned to a normal voice tone so shouting only distorts your voice.

The ability to talk is invaluable but it is also important to know what to say and when to say it. Frank LaForge says "When you speak you indicate your nationality, locality from which you come, state of mind, state of health and breeding."

So don't sound like a timid mouse—be pleasant, not expressionless; friendly, not mechanical; cordial, not indifferent; cheerful, not impatient; interested, not inattentive; helpful, not repelling.

I have found that taking a deep breath before picking up the receiver puts the voice controls back into neutral and prevents the tone and mannerisms of a previous conversation from being carried over into a new one.

Answering Calls

To say "Hello" may be good form while answering the home telephone but business etiquette demands that the greeting be both short and informative. For its simplicity, I like the use of three words: "Doctor Blank's office." However, it is good form to add your name to the greeting: "Doctor Blank's office, Miss K speaking." It is obsolete to add the words "Good Morning" or "Good Afternoon."

If the Doctor answers the telephone, I am of the opinion that he should say "Doctor Blank speaking." I have had occasion to call a number of dental offices where there are no assistants and the doctor has answered with "Hello" or by mentioning his telephone number. Both these greetings immediately bring out the question "Is this Doctor Blank?" which, of course, makes the call that much longer.

Everywhere it is correct for the person answering the telephone to ask "Who is calling, please?" If the person calling says "I want to speak to Doctor Blank personally, never mind my name!" you might say "I'm sorry, but I have to say who is calling!" Those who refuse to give their names are not indicating their importance, but on the contrary proclaiming their lack of claim on Doctor Blank's time. However to soften the "Who's calling," you might preface your statement with "Doctor Blank is operating, may I ask who is calling?"

Get the name correct, the pronunciation correct, and if it is some one other than a patient or doctor's colleague, the name of the company the person represents.

Do not let an incoming caller wait indefinitely for the doctor without asking whether he prefers to hold the line, call back, or give you a message.

Good telephone manners demand the use of good English and among the don'ts is the use of such remarks as "all righty," "okay," "bye-bye," etc.

Never say, "I don't recall it," or "I haven't heard of it" but rather "I'll look it up."

Another phrase to have handy, especially in meeting complaints is "I think there may be some misunderstanding." By using the word "misunderstanding" you do not lay the blame in any one place.

Avoid indcision. If a message is lengthy or difficult, write down notes ahead of time and talk from them.

Remember, in most all things personality, that sum total of ones mental, moral, physical and social qualities rates 85%. So by all means develop tact and from it you will acquire a charm of manner that will increase your influence. Your personality can build your doctor's practice, and the good service you both render, should hold it.

Ethics

Never quote fees over the telephone. Arrange an appointment for examination and consultation.

Of course, emergency appointments are given almost immediate attention regardless of present schedule set up.

If the doctor is out of town and some one else is substituting for him you might say "Doctor Smith is taking care of Doctor Blank's patients during his absence and I know he will be glad to see you. May I arrange an appointment with him?"

If the doctor is out of the office you might say "Doctor Blank will not be in the office today" or "I'm sorry but Doctor Blank is not expected in the office today. May I ask him to call you when he comes in?"

Never say "The doctor is playing golf today" or "The doctor is in Chicago." It is permissible to say he is out of town but do not make any comments that will in any way divulge his personal plans.

Should the doctor be in but not with a patient, do not say he is free to talk but instead "One moment please, I will tell Doctor Blank you are calling" or

"I will see if Doctor Blank is free to come to the telephone."

If he is not available always ask if there is anything that you can do. It is very helpful to have one of the small pads that are available inexpensively in most stationery stores for telephone messages. These message pads have a place for date of call, hour, for whom, from whom, a space for the message, the caller's telephone number and your initials.

Write down every message taken for another, never attempt to remember telephone calls. Be sure to date every message and give the hour of the call, write down all the information that is given you — vague messages are very confusing and sometimes costly.

Telephone numbers and names must be absolutely correct, never hesitate to ask the person to repeat them or spell if necessary. If the message has been difficult, repeat it. This not only verifies what you have heard but gives the caller the satisfaction of knowing that you have the message correct. However, if there are outsiders present, do not repeat such a message but ask the caller to repeat it to you and simply verify it. It is always better not to take a chance on divulging information to another.

It is better to write the word "Phoned" on messages than "Called" as "Called" could mean the caller came in person.

Etiquette

As a matter of good business courtesy, every ring of the telephone bell should be answered, and answered promptly. If it is necessary to be out of hearing of your bell be sure it is covered by someone else, if this is impossible anticipate your needs so you will be away from the telephone as little as possible.

Avoid picking up the receiver while still talking. If you answer the telephone while someone is in your office, excuse yourself for a moment in order to answer the call or cover the mouthpiece with your hand in order to avoid having the

listener gather any information that does not concern him.

If a patient calls for information and he must wait for you to check, explain that it will take a few minutes to check and ask him if he'll wait or have you call him back. If he wishes to wait, remember to put the receiver down gently in order not to hurt the listener's ear. When you return be sure to say something like this: "I'm sorry to have kept you waiting, Mr. Jones" or "Thank you for waiting, Mr. Jones."

If you are assisting your doctor when the bell rings, the doctor will of course expect you to answer, but you will courteously make the conversation as brief as possible or better still ask whether you may call the person back a little later. Be sure to write down the name and telephone number as a memorandum to do this. It is courteous not to delay such a calling back any longer than is absolutely necessary, as the caller has something on his mind and it may be important to both of you. After returning to the operating room you should wash your hands well before continuing with your chair assisting duties.

Always make the room as quiet as possible if some one is telephoning, guard against turning papers, pulling out desk drawers, etc. If the call is of a personal nature, leave the room.

If it is necessary to give a message to a person telephoning, write it down on a slip of paper for him to read. If it is necessary to speak with him, let him break his conversation to listen — it is impossible to listen to two people at once.

In making a call, you reach the wrong party, verify the number by saying "Is this Plaza 9000?" never ask bluntly "Who is this?"

Another discourteous habit is that of the doctor who asks his secretary or assistant to call Mr. Smith and then is away from the telephone when Mr. Smith answers. Seconds seem like minutes to a busy person holding a dead receiver.

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SISTANT

Consideration of a person's time is very important. If this should happen it is well for the assistant to keep in contact with Mr. Smith by saying "I'm sorry to keep you waiting, Doctor Blank is coming to the telephone" or some such remark.

Aids

Do not use your fingernails for tools. Dial the telephone with the top end of your pencil. Of course, before dialing wait to receive the dial tone then dial each figure in its proper sequence without forcing or retarding the normal action of the dial.

For those calls that come through while you are working at the desk, or if someone comes to your desk, you will save both time and energy by keeping your finger as a guide on the place where you are reading or working and if necessary to leave it, you might make a light check to show your place. Always remember to keep confidential correspondence and reports under cover when you are away from the desk.

In every office a special telephone list or small telephone book should be kept in which are listed emergency numbers and numbers most frequently called. This list should include:

Fire Department
Police Department
Hospital
Taxi Service
Nearest telegraph office
Post Office (usually listed under U. S. Government)
Home telephone of every person in office
Office of manager of building in which office is located
Time of day information
Railroad station
Dental Laboratories that you use
Patients telephone numbers should not be included in such a list even though they may be called frequently.

There are many gadgets that are on the market today which are supposed to

aid in your telephone work, many are entirely unsatisfactory so if you have a special problem it would be well to check with your telephone company before spending money for such gadgets. The telephone company is very helpful and is ready to furnish special equipment at reasonable rates.

Care of the Telephone

Be sure to place receiver of telephone completely on the hook. Guard against having phone receiver in contact with books and papers as this may raise the receiver just enough to cause your line to be temporarily out of order.

Also, if the telephone gets wet, it is apt to be put temporarily out of order.

Because the telephone cord contains rubber insulation, it will last longer if kept free of kinks and completely moisture free.

Wax the outside of the telephone. It is a good policy to have your telephone inspected and tuned periodically.

Information

Call "Information" for numbers not listed in your telephone book and be sure to write them down. The telephone company will furnish you with a booklet free upon request.

Half of all the calls made to "information" are unnecessary. Numbers asked for are available in the directory so don't ask for numbers that can be found in your directory or personal telephone book.

Telephone books of other cities may be purchased at cost price through the business office of the telephone company. They are available for reference in the principal business offices of the telephone company and in the larger public libraries.

It is interesting to note that there are 35 million directories printed a year and that Chicago has the largest book with about 1900 pages. New York falls behind because its directories are divided into seven books.

Emergency Calls

Telephone operators are trained to handle emergency calls.

Contact operator and say "Emergency." The operator immediately presses a button that brings a service assistant to her aid and together they work as a team. No matter what kind of service is needed she can get it for you and will stay on the wire to make sure you get satisfactory action. Although operators have accomplished superhuman feats, if at all possible, give her the following information in this order:

Where you are

What you need

Name

Always be sure the operator knows it is an Emergency call.

Long Distance Calls

Place all long distance calls by giving information in the following order:

Name of city to be called

Telephone number or name and address of party desired

Name of person with whom you wish to speak (if person-to-person call)

Your telephone number and name when requested by operator

By first giving the name of city to be called, the operator can immediately make a connection to the city while taking down the rest of the information.

It is advisable to keep a record of all long distance calls in order that you can check the telephone bill at the end of the month.

Long distance rates are given in the front or back of the telephone directories. If you cannot locate this information, your long distance rate operator will be glad to inform you.

The charges on a call may be requested. However, do so at the time the call is placed, and only if necessary, as this takes extra time from the operator. The charges are usually made by the accounting office, not by the operators.

Person-to-Person Calls

This type of service is used when you wish to speak to a particular person. The rate is higher than a station-to-station call however it could prove more economical as you only pay for the time that you actually talk with your party. With this service you can hold the call over if there is no answer or if the party is not available. The operator will also try another number where the party might be reached. If you cannot reach your party and you cancel the call, a small report charge is made, otherwise the charge is based on the time of conversation.

In giving the name of a person to be reached it is advisable to spell out the name to the operator and for this there is a special technique that is used and varies slightly from that used by Western Union. It is the following:

Telephone Spelling

A for Alice	M for Mary
B for Bertha	N for Nellie
C for Charles	P for Peter
D for David	Q for Quaker
E for Edward	R for Robert
F for Frank	S for Samuel
H for Henry	T for Thomas
I for Ida	U for Utah
J for James	V for Victor
K for Kate	W for William
L for Louis	Y for Young
	Z for Zebra

To spell "Smythe" one would say "Smythe," "S-m-y-t-h-e," "S for Samuel, M for Mary, Y for Young, T for Thomas, H for Henry, E for Edward."

Collect Calls

Charges on calls may be reversed. However an extra charge is made if the initial rate is twenty cents or less. It is nice to know that in an emergency (without money) you can reverse the charges. The operator will always ask your name as well as the number you are calling, and if the party you are calling,

ing will accept a call from you, it will be reversed.

Toll Credit Cards

For business purposes there are Bell system toll credit cards which are a great aid to those who wish to charge calls to their home or business number while traveling. These cards show code number, name, business affiliation, and telephone to be charged.

In placing a call, you would tell the long distance operator that it is a Credit card call and then give your code number and chargeable telephone number and then the call is placed as usual.

Telegrams, cablegrams, and radiograms can be telephoned and charged also.

Mobile Service

There are many privately owned cars today that have Mobile Service. To place such a call ask for Long Distance Operator, the Mobile Service Operator and then give the number.

Conference Service

This service is used when it is desired to talk with two or more persons in different locations simultaneously. This is arranged through long distance and conference operators.

Appointment Service

This service is used when a designated person is wanted at a designated time. Give long distance operator information and time you wish to reach your party. Person-to-person rates are chargeable on these calls.

Messenger Service

When you wish to reach a person who has no telephone you give the operator the telephone number or name and address of the person having a telephone nearest to the party you wish to reach. Person-to-person rates plus messenger service is charged.

Teletypewriter Service

This is a special service that provides a two-way communication in written form for record purposes.

Each subscriber is furnished with a directory showing all subscribers in the United States, and to send a message the firm's teletypewriter attendant signals central office and types on her teletypewriter the exchange and number she wishes to reach. The operator completes the connection and then the firm's attendant types her message which is automatically reproduced on the receiving subscriber's machine.

Recorded Conversations

There are machines on the market that can record ordinary telephone conversations. However, the telephone company requires that you use their "recorder connector" which automatically produces a "Beep" tone warning signal to indicate to all persons on the line that the conversation is being recorded.

Telephone culture is far more than just a matter of picking up the receiver and saying "hello" or giving a number.

You must know the services your telephone can offer you.

You must in using these facilities be able to place yourself in the other person's shoes. In transacting business, place ideas so others can see them and are able to accept your ideas as their own. It is wise to practice "you-Ability."

The chief reason for incompetency is not lack of ability but lack of interest in what we are doing.

Let us practice telephone culture until all those who listen will choose to be influenced by what we have to say!

Try as we may, none of us can be free of conflict and woe. Even the greatest men have had to accept disappointments as their daily bread . . . The art of living lies less in eliminating our troubles than in growing with them. Man and society must grow together. Each individual's efforts to discipline himself must be matched by society's struggle to enforce the rules of law and of justice under the law. —BERNARD M. BARUCH

Certification Ceremony Address

Presented by

DR. NEVILLE A. BOOTH

Before Massachusetts Certification Class

The usual graduation speaker is permitted to address a group of young hopefuls who have yet to face the trials and tribulations of a business or professional career. His audience is effervescent with their newly acquired knowledge and they are eagerly awaiting the opportunity of facing the world. But here am I, faced with an entirely different situation. You young ladies have already served your apprenticeship in the professional world. You began this certification course with a knowledge of what you wanted. In this single respect you have a distinct advantage over many people who enter professional training because of some abstract or intangible impulse. I know of some young men and women who have completed much of the prescribed course before it is realized that they are not fitted for that particular vocation. There are also those whose real inspiration comes only after part of their course has been completed and they then find it very difficult to coordinate the various subjects. I can think of several young ladies who have entered upon a training program as auxiliary personnel to the dental and medical profession only because they have been smitten by a white uniform and cap. Yes, and there are also those whose ulterior motive is to locate a desirable husband. I do not blame the young ladies, but their disappointment is often great when they come face to face with some of the less glamorous duties.

I hope that the relatives and friends of the graduates fully appreciate the effort and sacrifice which these young ladies have made during the past months in order to achieve this coveted award. It has been my good fortune to follow

the progress of the certification program which your association has developed, since shortly after its inception here in Massachusetts. I know that in some classes to whom I have lectured there have been young ladies who have traveled over fifty miles, one way, twice a week during good and bad weather. That in itself may not be remarkable, but when you stop and consider that this effort has been made after a full day in the dental office, then I am sure that you will agree with me that they deserve our commendation.

It is interesting to note how your Certification Program is in keeping with the general educational trend which is prevalent throughout this country. We are in an era of emphasis upon higher education. This may be due, in part at least, to the educational opportunities which were made available to members of the armed forces since the second world war. We are all familiar with the great influx of students into the colleges and at the present time our night schools are feeling the same effect. The entrance requirements for admission to the business and professional fields have also been raised. No longer does the high school graduate stand a chance of becoming president of the company. The inspirational boyhoods of Thomas Edison and Henry Ford offer little in the way of propaganda for the youth of today. Likewise the college graduate with a bachelor's degree now finds that the minimum requirement is a master's degree. This trend to higher education has also permeated the ranks of the professions.

We are in a period of specialization



MASSACHUSETTS DENTAL ASSISTANTS CAPPED AND CERTIFIED.—Back row, left to right: Frances Perkins, Theresa Brooks, Violet Donlan, Imelda McGrath, Idama Carr, Eileen Orlando. Seated, left to right: Kathleen Gildea, Phyllis MacEachern, Margaret Margin, Dorothy Pulsifer, Ann Ierardi.

which has embraced every branch of dentistry, professional and auxillary. Perhaps you would be interested in the evolution of one of these specialities. I refer to the one of which I am most familiar, oral surgery. Let us keep in mind that the earliest manifestations of dental disorders have been found in the remains of prehistoric man. Reference to dental and oral disorders and their treatment are to be found in various parts of the Bible. Dentistry has been practiced by a variety of people from the priests and medicine men of early tribes to the barber-surgeons of the middle ages. Much progress has been made during the past fifty years but it is within the lifetime of many here this afternoon that formal dental education has been a requisite for state licensure. Prior to that time any interested young man could take an apprenticeship and

thereby qualify for the right to practice dentistry.

Specialists were unknown at the time when William Morton, a dentist, demonstrated the use of ether for the relief of pain during surgical procedures. This was in 1848. However it is only natural that even in those times certain practitioners attracted patients by reason of their particular skills and interest in treating certain diseases. This condition naturally resulted in the limiting of the practice to narrower fields.

The first American text in oral surgery was written by James E. Garretson and was published in 1869. He recognized a heretofore isolated field of surgery which was between medicine and dentistry. A reviewer of Garretson's text stated, "This book bridges the chasm which has separated dentistry from medicine." The first actual recognition of oral surgery

as a speciality came in 1869 when Dr. Garrison was appointed to the hospital of the University of Pennsylvania with the title of "oral surgeon." Like any new idea this speciality did not receive cordial support of the professions. But Garrison and other pioneers were convinced of their beliefs, they were great teachers and through their perseverance oral surgery became a recognized speciality of dentistry and by the twentieth century it was included in the curriculum of all dental schools. The American Society of Oral Surgeons is one of the oldest dental speciality groups, but they too entered a new era when in 1945 the American Board of Oral Surgery was formed. With the approval and cooperation of the American Dental Association they have formulated a program of examination and certification of specialists in oral surgery. Other branches of dentistry have added their national societies and speciality boards each with its own requirements for post-graduate training and a period of limitation of practice. This emphasis upon specialization has no doubt improved the general standards of dentistry and thereby contributed to our responsibility for better public health. But I might add that it has caused some confusion in the minds of many patients.

The doctor is not the only person who has come under the influence of specialization. Within the past five years there has been a trend amongst the secretarial schools for specialization. So that one may now pursue a dental or medical secretarial course independent of the general courses. In spite of this emphasis upon specialization I doubt whether any member of the profession markedly changes his pattern of professional behavior upon receipt of his certificate. In fact that is not the purpose of the various boards. May I suggest to you that you do not permit your newly achieved honors to change your mode of professional activity. Certainly I would expect your employer to recognize your achieve-

ment in a suitable manner, but it is to be hoped that you do not degrade professional standards and the objectives of your certification program by exploiting your newly gained achievements.

In addition to, and probably as a result of, the emphasis on specialization we are assuming greater responsibility for the care of our patient. No longer are we confining ourselves to the teeth and oral structures, but we are recognizing them as a part of the whole human being. Conditions which affect the teeth can also affect other parts of the body and vice versa. The patient who has rheumatic heart disease need no longer fear the consequences of dental procedures, including the extraction of teeth. But his treatment will require the co-operation of dentist and physician. Dentists have long been ridiculed as "mechanics" and in fact the terms "mechanical dentistry" and "the mechanics of dentistry" are expressions which I am sure are familiar to many of you. It is true that many dental procedures require a mechanical knowledge but our actual treatment is predicated upon an understanding of the human body in health and disease. The day has passed when a dentist can practice his profession by merely treating the teeth. We must accept this new responsibility and consider ourselves as guardians of the public health and not merely as curators of the teeth.

Dental education is doing much to promote this new idea. The dental societies and associations such as yours are also contributing to the program, but there is still much missionary work required particularly in the education of the public to an appreciation of the importance of dentistry and dental care to general health. You are now trained dental assistants and you can make a great contribution to the total quota of responsibility which belongs to our profession.

You have been exposed to many
(Continued on Page 26)

EDUCATION—EFFICIENCY—LOYALTY—SERVICE

By ALICE DUFF REYNOLDS, *Cleveland, Ohio*
Life Member, A. D. A. A.

Read before the 10th District Conference Meeting, Cincinnati, Ohio, Oct. 23rd, 1937

Some years ago (I won't bother you with names and dates) we in Cleveland organized our first society, without any help from our Doctors, feeling that there was a great need to help the girls that wanted to advance. We requested members to give clinics, who were able through experience to show the newer members the best short cuts to the finished work in laboratory, or efficient work in office management. We carried on for a few years, some members moved away from Cleveland, others were married, thereby losing interest, until 1923. I am proud to quote from the Information Booklet of the A.D.A.A., the origin of our A.D.A.A. group. "During the Meeting of the American Dental Association held in Cleveland, Ohio, September, 1923, a small group of dental assistants, led by Juliette A. Southard, took initial steps to organize the American Dental Assistants Association. All the dental assistants attending this dental meeting were asked to participate in a conference to discuss organization, and out of this grew the Organization Committee. The cooperation of leaders in the dental profession was secured, and the sponsorship of the A.D.A. was obtained through its officers. Wide publicity was given the plan of organization through the various dental journals; a constitution and administrative by-laws outline was drafted patterned as closely as possible on that of the A.D.A., and at Dallas, Texas, November 13, 1924, the American Dental Assistants Association was definitely organized with four societies forming its charter membership:—Indiana State Dental Assistants Association, Alabama Dental Assistants Association, Chicago Dental Assistants Association, and the Educational and Efficiency

Society for Dental Assistants, First District, New York, Inc. The Association was incorporated early in 1925 and has held annual meetings up to the present."

It has been my good fortune from the 1923 meeting to hold close fellowship with my dear friend, Juliette A. Southard, who has more than proven to me the real meaning of friendship. The subject of organization which has been assigned to me for discussion, is of the greatest importance for the reason that it brings together groups of persons whose primary interest is to promote—"Education, Efficiency, Loyalty and Service": the motto which our parent organization has adopted—and taken separately should be defined as follows:—EDUCATION: To provide a better and more intelligent understanding of the work in which we are

ABOUT THE AUTHOR

Because we believe that the information and words of wisdom this article contains will be just as interesting and impressive to the dental assistant of 1952 as they were to the dental assistant of 1938, when it appeared in the January-February 1938 issue of the Dental Assistant, we decided to reprint it in this issue. The author is one of our ADAA Life Members who, though not now actively engaged in dental assisting, is never-the-less as interested as ever in the association to which she contributed so much of her time and energy during its formative years and thereafter. Alice has attended all but three of the annual meetings of ADAA. Her presence at our meeting today, her sincere interest, her words of wisdom and her keen sense of humor are an inspiration to our present leaders who, following the fine example set for them, use the knowledge gained by accumulated experience to further the progress of our ADAA.

Orbids to Alice Duff Reynolds of Cleveland, Ohio, Life Member of A. D. A. A.!

involved, to enable us through the experiences and demonstrations of others, to improve our methods in the office, eliminating many unnecessary steps and procedures. **LOYALTY:** To our employer, by pledging ourselves not to discuss with others the affairs of our office, and to conduct ourselves at all times in such a manner as to not bring discredit to him or his practice. **SERVICE:** To those who enjoy the practice of our employer; also to be of service to others employed in the same line of work, and to serve the A.D.A.A., the organization which through its proper functioning nationally, gives us the chance to serve humanity. **EDUCATION:** What does it imply? When a group meets once a month, is it for social, literary, or promotion purposes?—If the first, then we are not progressing in our chosen field of endeavor; if literary, then we are interested in much that can have to do with our dental assisting, and last but not least, the progress in our year by year efficiency can be counted only as we check what has been incorporated in our minutes. Much depends upon our choice of a committee for plans of meetings; only a friendly attitude will never make an interested member, no matter how efficient she is as an assistant. The worth while knowledge of clinics familiar to some, especially the mechanics should be exchanged, as the worth of the assistant in the office is often measured by comparison with one that is laboring under many difficulties, arising from unexpected procedure, she never having had any real instruction in chair assisting or mechanics, being only a business office assistant. We might have a drive to secure technical instructions from some local authority in our special branch of assisting—thus supplying our employer with knowledge gained in a school similar to the one from which he graduated. **EFFICIENCY:** How should it function?

A word that many of us do not understand, one defining of it is—"acting or having power to act, effectually, compe-

tently." That is efficient, which is thought of as acting, or capable of acting continuously, and with energy equal to any demand. Some times we are familiar with words only as applied to others—not fully realizing the meaning of efficiency as Webster wrote it. Each office has its own definition of this word that has stood for much in our National Society; but all must spell it the same way—if we are required to do much, or little, let us do it with good will thereby making without complaint our perfect spelling of the word and its fulfillment. Through the benefit of the dental journals to be found in most offices, an assistant can advance in her efficiency by noting many little hints or short cuts which affect "the end of a perfect day," in a perfect way, by a perfect (?) dental assistant. **LOYALTY:** Allegiance to our employer, means to many of us faithfulness only during the working hours, but there should never be a limit placed upon loyalty. Many change positions often—can they be loyal to so many employers? Perhaps the fault lies in the assistant more than in her employer, as many of our dentists take what is offered by the assistants, so why not be a better—therefore a more loyal assistant, and do our duty to the best of our knowledge, and increase our knowledge gained in associating with the different societies, such as this first conference meeting in Cincinnati. We hope to carry home to the Assistants of Cleveland many good examples of our National Motto—"Education, Efficiency, Loyalty, Service."

May I quote in part from one of the "conclusions" published in one of our A.D.A.A. booklets. "The A.D.A.A. being the parent group acts in the capacity of a clearing house for the problems accruing to the professional service of dental assistants, and to the functioning and management of the affiliated societies. It teaches its members to think collectively for the good of the entire group, as well as individually, for themselves.

(Continued on Page 21)

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A D A NEWS RELEASE

A.D.A. WILL SEEK DATA FROM 25,000 DENTISTS IN NATION-WIDE SURVEY TO CHECK DENTAL NEEDS

Nearly one-third of the nation's dentists will be asked to cooperate in a nation-wide survey of dental needs to be conducted during May by the American Dental Association.

Purpose of the survey, directed by the A.D.A. Bureau of Economic Research and Statistics, is to measure the extent and scope of the national dental problem, according to age, sex, size of community and income of the patient. It will be similar to the survey conducted by the Association in 1940.

Questionnaires will be sent to 25,000 dentists throughout the country early in May. Each dentist receiving the questionnaire is urged to answer each question as completely as possible and to return the completed form as promptly as possible to the A.D.A. Bureau. A return envelope will be enclosed for each dentist's convenience.

The questionnaires will request information about the dental needs of 10 consecutive patients. Included will be questions dealing with numbers of fillings, dentures, extractions and other dental operations and treatment. All dentists who receive the questionnaire are urged to cooperate fully in providing the requested information.

In addition to serving as a measurement of whether dental needs are greater or less than they were in 1940 during the former survey, the new study will provide a basis for future years.

The study for the first time will include information about children and thus can provide a gauge for the future of such comparatively new preventive measures as fluoridation of public water supplies and topical applications of sod-

ium fluoride as well as dental health education. By the end of 1951, more than 200 cities and towns were fluoridating their water supplies.

The compilation of factual data on dental needs will be particularly helpful in the development of sound and practical dental health programs. Such information will also serve effectively to counter the unsupported propaganda in favor of unworkable health schemes.

Individual dentists also may be interested in using the results of the survey to compare the dental needs of their patients with the average for the nation.

An appeal for the cooperation of all dentists who receive a questionnaire was made by Mr. B. Duane Moen, director of the Bureau of Economic Research and Statistics.

"The success of the survey depends on the cooperation of all dentists receiving questionnaires," he said. "Dentists will be making a significant contribution to knowledge of the dimension of national dental needs by filling out the questionnaires completely and carefully."

The names of the 25,000 dentists who will receive the questionnaires will be chosen in such a way as to provide a valid representation of the profession throughout the entire nation. Dentists will be selected in proportion to the total population of each community, thus assuring a thorough cross-section measurement of dental needs of the general public.

Two things, well considered, would prevent many personal and international quarrels; first, to have it well ascertained whether we are not disputing about terms rather than things, and second, to examine whether that on which we differ is worth contending for.

—CALEB C. COLTON

The Dental Assistant

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MAY - JUNE, 1952

No. 2

A JOURNAL FOR DENTAL ASSISTANTS DEVOTED TO INSTRUCTION IN THE PERFORMANCE OF THEIR DUTIES AND TO SELF-IMPROVEMENT

Bi-Monthly publication of the American Dental Assistants Association. Published for the purpose of encouraging the ethical and efficient conduct of dental offices. Publication of all statements, opinions, or data, is not to be considered as an endorsement of same by the journal or its publishers.

EDITORIAL

ARE WE ETHICAL?

Ethics is a word with which we are all familiar as pertains to our service to a profession — the profession of dentistry. We know the rules governing ethical conduct of the dental office in which we are employed. There is written in the By-Laws of our American Dental Assistants Association a Code of Ethics for its members to abide by. Only last year the By-Laws Committee re-wrote and lengthened this Code of Ethics, and the 1951 House of Delegates voted to accept it as proposed as an addition to the By-Laws. This constant reminder of the proper conduct of the members in all our contacts with the profession we serve, and in our association, is good. Frequent reading of it is worthwhile.

This word Ethics applies to our everyday living, relationship with our fellow man, as well as to our conduct in relation to the offices in which we are employed. Most of us have implanted in our hearts a Code of Ethics by which we strive to live daily. Doesn't it seem a good idea to frequently review this Code of Ethics also, and to be honest with ourselves about whether we are living by it or not?

Ethics is defined as an art and science of right character and conduct. It implies positive values in human behavior — integrity, honor, courtesy, and self control. It has been said that Ethics protects disagreement by creating respect for the other fellow's point of view.

Columnist, Walter Lippman has said, "Where all think alike, no one

thinks very much." I believe most of us will agree that this is true. The definition of Ethics gives us a dividing line between wholesome difference of opinion and ruinous dissension.

Whether it be in business, in our social life, in participation in the field of sports, or even just a friendly discussion or debate, the will to win is fine. In any endeavor we should aim high, we should strive to win or excel. Yet we should be sure our conduct is ethical as we work for this winning position. A victory won by unethical conduct surely can't be a very gratifying one.

The ethical loser takes his defeat in stride, and the ethical winner accepts his victory with humility. When a contest is over let it be said that we are ethical winners or losers.

OFFICIAL CALL

This is to notify all members that the Twenty-eighth Annual Meeting of the American Dental Assistants Association will be held in St. Louis, Mo., September 8th-11th. Official headquarters, Sheraton Hotel. The Board of Trustees will meet Saturday, September 6th. at 1 p.m. The first House of Delegates meeting will be held Monday, September 8th. at 9 a.m. at which all Officers, Trustees and Committee chairman will present written annual reports.

All affiliated societies will file the names of their Delegates and Alternates as requested by the Executive Secretary. Every member must present her 1952 Membership card to register at the meeting.

STEVE ANN MONTGOMERY, *President*
LILLIAN HOFFMAN, *General Secretary*

The first House of Delegates Meeting is called for 9 a.m. Monday. Therefore, if at all possible, Delegates should register Sunday. Registration will be open Sunday morning at 9 o'clock. Be prepared to give the mileage from your home to the convention and return, to be counted in the Convention Attendance Record. The Official Roll Call will be before election of Officers on Wednesday. At all other sessions it will be the responsibility of the Chairman of Delegates of each State Association to see that the correct number of Delegates or Alternates are in attendance.

Please have the proper credentials to present to the Registration Committee. Your Cooperation is appreciated.

LILLIAN HOFFMAN, *Chairman*
ADDD. *Registration Committee*

Secretary's Corner . . . By MARY L. MARTIN,

410 First National Bank Bldg.,
La Porte, Indiana

Executive Secretary



A message about the American Dental Assistants Association, submitted to the Secretaries of the State Dental Societies, by the Chairman of the ADAA Public Relations Committee, has been printed in many of the State Dental Journals. As a result, a number of inquiries about membership in the A.D.A.A. have been received in Central Office. They have been acknowledged and referred to the officers of the proper state dental assistants association, or to the officers of a local society if there is one in the city from which the inquiry came. It is hoped that these state and local officers have been successful in obtaining the memberships of these interested dental assistants.

It is important that all local societies heed the request for keeping an accurate record of the date on which new members are accepted into membership. Please make this a part of your regular routine. The information is often needed.

The closing date of the membership contest for which the cash awards are offered, is June 15th. If you have additional memberships, send them in immediately.

To All State Secretaries: Please make it a point to see that the questionnaires sent out from Central Office requesting information needed for the Official Program about Delegates, Clinics, and Posters; and for names of current officers needed for the 1952-1953 Directory of Officers, are returned by the date requested.

To All Local Secretaries: Please cooperate with your State Secretary in compiling this information, and answer all correspondence promptly.

CORRECTIONS AND ADDITIONS TO THE ADAA 1951-1952 DIRECTORY

NEW SOCIETIES

CONNECTICUT—Bristol D.A.A. — Pres. Lorna Klepps, 45 Gridley St., Bristol; Sec. Gloria Massei, 84 Gaylord Street, Bristol.

WASHINGTON—Kitsap County D.A.A.—Pres. Virginia M. Wilson, Route No. 4, Box 126A, Port Orchard; Sec. Irene Bevins, Box 1128, Port Orchard.

UTAH—Second District D.A.S.—Pres. Ray Ann Smith, 1516 36th Street, Ogden; Sec. Gayle Smith, 300 Ogden Canyon, Ogden.

CHANGE OF OFFICERS

NO. CALIF.—Contra Costa D.A.S. — Pres. Dora Garrett, K-3 Richmond Terrace, Richmond; Sec. Wanda Bolden, 931 South 31st Street, Richmond.

NO. CALIF.—Fresno District D.A.A. — Pres. Helen Eaton, 2825 No. Fruit, Fresno; Sec. Margaret Johnson, 422 Glenn, Apt. G. Fresno.

NO. CALIF.—Marin County D.A.A. — Pres. Genevieve Doose, Box 24, San Quentin;

Sec. Barbara Tedrick, 31 Prospect Avenue, San Anselmo.

NO. CALIF.—San Francisco District D.A.A.—Sec. Violet Nekrasoff, 1665 Clay St. San Francisco 9.

NO. CALIF.—San Joaquin D.A.A. — Pres. Ruby Kuchenritter, 2012 No. Sierra Nevada, Stockton; Sec. Louise Cabral, Route 2, Box 344, Lodi.

NO. CALIF.—Santa Clara County D.A.S.—Pres. Georgia Laughlin, 507 Twohy Bldg., San Jose; Sec. Shirley Bonander, 420 North 19th Street, San Jose.

NO. CALIF.—Sonoma District D.A.A.—Pres. Sue McMannis, 925 Louisa Drive, Santa Rosa; Sec. Doreen Taddeucci, 1801 Facendini Lane, Sebastopol.

NO. CALIF.—Third District D.A.A. — Pres. Mary Joyce Patterson, 5632 Flagstone St., Long Beach; Sec. Jean Hatch, 1623 Alamitos Ave., Long Beach.

NO. CALIF.—Fourth District D.A.A. — Pres. Inga Swanson, 1617 No. Pepper St., Burbank; Sec. Helen Henry, 1114 No. Brand Blvd., Apt. 5, Glendale.

NO. CALIF.—Fifth District D.A.A. — Pres.

Geraldine M. Langdon, 1211 4th Street, Santa Monica; Sec. Dorothy Arwedson, 205 Ruth Ave., Venice.

SO. CALIF.—Los Angeles D.A.A. — Pres. Barbara Palm, 4922 West 8th Street, Los Angeles 5; Sec. Martha Dingess, 3746 So. Flower Street, Los Angeles.

SO. CALIF.—Pasadena D.A.A. — Pres. Eva Garcia, 1016 Orange Grove, South Pasadena; Sec. Joan Green, 412 No. Vinedo, Pasadena.

SO. CALIF.—San Fernando Valley D.A.A.— Pres. Mary Ross, 907 North Brand, San Fernando; Sec. Betty McSpadden, 911 Walnut St., Newhall.

FLORIDA—Broward County D.A.A. — Pres. Joanna Minthorn, 941 N.E. 19th Ave., c/o Dr. S. J. Glerum, Ft. Lauderdale; Sec. Erna Barhet, 1644 Tyler, c/o Dr. B. M. Pell, Hollywood.

FLORIDA—Palm Beach County D.A.A. — Pres. Mary Anges Bowery, 320 Comeau Bldg., West Palm Beach.

FLORIDA—Pensacola D.A.A. — Pres. Jean Crabtree, Blount Bldg., c/o Dr. M. De la Rua, Pensacola; Sec. Barbara Barnes, 3012 Mobile Highway, c/o Dr. Eugene G. Brunsom, Pensacola.

GEORGIA—Southeastern District D.A.S. — Pres. Mattie Clary, P. O. Box 474, Brunswick; Sec. Dorothy Y. Clark, 132 East Oglethorpe Ave., Savannah.

GEORGIA—Southwestern District D.A.S. — Pres. Merita Powell, 506 North Patterson St., Valdosta; Sec. Willene A. Rowan, Box 94, Adel.

HAII—Honolulu County D.A.A. — Pres. Esther Caspino, 1103 Roland Lane, Honolulu; Sec. Grace Meagher, 210 James Campbell Bldg., Honolulu.

INDIANA—Fort Wayne District D.A.A. — Pres. Edna Mumma, 619 Fifth Street, Fort Wayne; Sec. Mary Alice Barnes, 717 East Wayne St., Fort Wayne.

INDIANA—Northern Indiana D.A.A.—Pres. Florence Elliott, 723 West Chicago Ave., East Chicago; Sec. Mary Kelly, 3622 Main St., East Chicago.

INDIANA—South Bend D.A.S.—Pres. Emogene Stoops, 1123 W. 6th Street, Mishawaka; Sec. Pat Caenepel, 432 Indiana Ave., Mishawaka.

KANSAS—Hutchinson D.A.S.—Pres. Donna Childs, 616-17 Wiley Bldg., Hutchinson; Sec. Virginia Belford, 501 Wolcott Bldg., Hutchinson.

KANSAS—Kansas City, Kansas, D.A.S. — Pres. Delma Hopkins, 701 Commercial National Bank Bldg., Kansas City; Sec. Jeanette Reed, 918 North 10th St., Kansas City.

KANSAS—Wichita Study Club—Pres. Helen Harris, 305 K.F.H. Bldg., Wichita; Sec. Jean Shockey, 119 N. Waco, Wichita, Kan.

KENTUCKY—Ashland D.A.A. — Pres. Vae Davidson, Route 2, Ashland; Sec. Doris Bradley, 2325 Crook Street, Ashland.

MASSACHUSETTS — Worcester District D.A.A.—Pres. Ann Thoreen, 32 Franklin Street, Worcester.

MINNESOTA—Minnesota Dental Hygienists & A.A.—Pres. Ruth Asp, 2718 13th Ave. S.; Sec. Carol Schulz, 4022 Nicollet Ave., Minneapolis.

MINNESOTA—Duluth District D.A.A. — Pres. Joyce McDougall, 1309 N. Central Ave. Sec. Virginia Gjerberg, 730 N. 16th Ave. E. Duluth.

MINNESOTA—St. Paul District D.A.A. — Pres. Helen Tuckner, 1004 Marion St., St. Paul; Sec. Ann O'Connor, 295 S. Pascal, St. Paul.

NEBRASKA—Hastings D.A.A.—Inez Whitcak, 305 Gaston Bldg., Hastings; Sec. Kathleen Noel, 201 City National Bank Bldg., Hastings.

NEW YORK—Hudson Valley D.A. & H.S.—Pres. Irene Smith, 54 Noxon St., Poughkeepsie; Sec. Betty R. Moore, 48 Cannon Street, Poughkeepsie.

NORTH CAROLINA — Winston - Salem D.A.A.—Pres. Helen Rierson, 1936 Hinsaw Ave., Winston-Salem; Sec. Peggy Lewis, 1239 East 24th Street, Winston-Salem.

NORTH DAKOTA—Fargo-Moorhead, D.A. & H.S.—Pres. Jeannine Shermoen, c/o Dr. Gordon Pepple, Fargo, Sec. Delpha Aaskegaard, c/o Dr. Victor B. Keltgen, Fargo.

OREGON—OREGON STATE D.A.A.—Pres. Peggy Retzer, 4417 S.W. Lobelia St., Portland; Sec. Marion Olanie, 446 East Main, Hillsboro, Oregon.

OREGON—Capital City D.A.S.—Pres. Vera Bassett, 601 Livesley Bldg., Salem; Sec. Ferne Nelson, Livesley Bldg., Salem.

OREGON—Southern Oregon D.A.S.—Pres. Frances Dempster, 1025 South Holly St., Medford; Sec. Frances Rutter, 1298 Sunset Avenue, Medford.

OREGON—Umpqua District D.A.A.—Pres. Pauline Parrott, P. O. Box 722, Roseburg.

SOUTH CAROLINA — Charleston District D.A.S.—Pres. Lorene Easterby, 128 Wentworth St., Charleston.

SOUTH CAROLINA—Columbia D.A.A. — Pres. Hazel Wilkinson, 4643 Oxford Road, Columbia; Sec. Weita Shellgrove, 1318 Pickens St., Apt. 6, Columbia.

SOUTH CAROLINA — Greenville County D.A.S.—Pres. Margaret Adair, 122 Druid

St., Greenville; Sec. Ann Loftin, 104 Whitsett St., Greenville.

TENNESSEE—First District D.A.S. — Pres. Phyllis Hicks, 609 West Grand Ave., Johnson City; Sec. Margaret Winters, 216 South Main St., Elizabethton.

TENNESSEE—Memphis D.A.S. — Pres. Virginia Carpenter, 1500 Madison Ave., Apt. 9, Memphis; Sec. Connie Teal, 1907 So. Parkway East, Apt. 1, Memphis.

TEXAS—Nueces Valley District D.A.A. — Pres. Edith Frazier, 1230 Third St., Corpus Christi; Sec. Sally Stevens, 912 Ayers St., Corpus Christi.

TEXAS—South Plains District D.A.A. — Pres. Georgia Faye Morris, 2308 Ninth Street, Lubbock; Sec. Dorothy Moore, 2408 Ave. V., Lubbock.

VERMONT STATE DENTAL HYGIENISTS AND ASSISTANTS ASSN. — Pres. M. Carlita Phelps, 32 Pearl Street, Brandon.

VIRGINIA—Tidewater D.A.A. — Pres. Mollie Comer, 405 Florida Ave., Portsmouth; Sec. Elizabeth James, 1033 Ann Street, Portsmouth.

WASHINGTON — Everett D.A.A. — Pres. Helen R. Lund, 2922 Hoyt Ave., Everett; Sec. Gwen M. Justice, 2502 Victor Place Everett.

WASHINGTON — Yakima D.A.S. — Pres. Dorothy Foy, 5 South 12th Avenue, Yakima; Sec. Dorothy Mitzel, 307 South 12th Avenue, Yakima.

WEST VIRGINIA — New River D.A.S. — Pres. Kathleen Harper, 103 Orchard Ave., Beckley; Sec. Ann L. Conner, 713 So. Oakwood Ave., Beckley.

WISCONSIN—Southern Wisconsin D.A.S. — Pres. Florence Martin, c/o Dr. R. W. Huelgel, Tenney Bldg., Madison; Sec. Ruth Kjenret, c/o Dr. R. C. Thurow, Tenney Bldg., Madison.

CHANGE OF ADDRESS

MISSOURI—St. Louis D.A.S. — Sec. Helen Gonce, 1109 Paul Brown Bldg., St. Louis.

UTAH—First District D.A.S.—Pres. Arlene Boss, 510 East 4th North, Logan.

NOTICE OF CERTIFICATION EXAMINATION

The Northern California Dental Assistants Association will hold a Certification Examination Saturday, June 7, 1952 at 1:30 P.M. at Lux College, San Francisco, California.

Eula Stamer, General Secretary
Northern California Dental Assts. Assn.

When and Where

CONVENTION DATES

AMERICAN DENTAL ASSISTANTS ASSOCIATION: 28th annual session, September 8-11, Shearton Hotel, St. Louis, Missouri. General Secretary, Lillian Hoffman, 714 North Main Street, Akron, Ohio; Executive Secretary: Mary L. Martin, 410 First National Bank Building, La Porte, Indiana.

CONNECTICUT DENTAL ASSISTANTS ASSOCIATION, May 21-23, Bridgeport, Conn. Secretary: Edna M. Goethner, 66 Eastview St., Hartford, Conn.

SOUTHERN CALIFORNIA STATE DENTAL ASSISTANTS ASSOCIATION: May 2-6, Alexandria Hotel, Los Angeles, California. Secretary: Mary Joyce Patterson, 5623 Flagstone Street, Long Beach, California.

INDIANA STATE DENTAL ASSISTANTS ASSOCIATION: May 12-14, Claypool-Lincoln Hotel, Indianapolis, Ind. Secretary: Evelyn L. Heeter, 127½ West Marion Street, Elkhart, Ind.

IOWA STATE DENTAL ASSISTANTS ASSOCIATION: May 5-7, Savory Hotel, Des Moines, Iowa. Secretary: Anzanetta Lindsey, 1015 Badgerow Bldg., Sioux City, Iowa.

KANSAS STATE DENTAL ASSISTANTS ASSOCIATION: May 11-14, Kansan Hotel, Topeka, Kansas. Secretary: Mildred Kraft, 2601 Parallel, Kansas City, Kans.

MAINE DENTAL ASSISTANTS ASSOCIATION, June, Rockland, Maine. Secretary: Minnie Foss, 24 First Street, Bangor, Maine.

MARYLAND STATE DENTAL ASSISTANTS ASSOCIATION: May 4-7, Baltimore, Md. Secretary: Rita Dupis, 4001 Garrison Blvd., Baltimore, Md.

MASSACHUSETTS DENTAL ASSISTANTS ASSOCIATION, INC., May 4-7, Boston, Mass. Cor. Secretary: Aileen M. Ferguson, 709 Centre Street, Jamaica Plain, Mass.

NEBRASKA STATE DENTAL ASSISTANTS ASSOCIATION: May 12-14, Omaha, Nebraska. Secretary: Jean Thompson, 246 Washington Street, Lincoln, Nebr.

NEW HAMPSHIRE DENTAL ASSISTANTS ASSOCIATION, June 29-July 1. Bretton Woods, N. H. Secretary: Eileen Mardigan, 814 Elm Street, Manchester, N. H.

NORTH CAROLINA STATE DENTAL ASSISTANTS ASSOCIATION: May 12-14, Hotel Manor, Pinehurst, N. Car. Secretary: Mary Rierson, 3001 Patterson Ave., Winston Salem, N. Car.

NORTH DAKOTA STATE DENTAL ASSISTANTS ASSOCIATION: May 15-17, Clarence Parker Hotel, Minot, N. Dakota. Secretary: Lorraine Wood, Valley City, North Dakota.

PENNSYLVANIA STATE DENTAL ASSISTANTS ASSOCIATION: May 4-7, Reading, Pa. Secretary: Joan Fasel, 2506 Myrtle Street, Erie, Pa.

SOUTH CAROLINA STATE DENTAL ASSISTANTS ASSOCIATION: May 18-20, Poinsett Hotel, Greenville, South Carolina. Secretary: Betty Lou Drawdy, 170 Hampton Street, Walterboro, So. Car.

SOUTH DAKOTA STATE DENTAL ASSISTANTS ASSOCIATION: May 18-20, Lawler Hotel, Mitchell, So. Dak. Secretary: Merle Andrews, 1167 Illinois Ave. S. W. Huron, So. Dak.

TENNESSEE STATE DENTAL ASSISTANTS ASSOCIATION: May 5-7, Peabody Hotel, Memphis, Tenn. Secretary: Gwen McGaughan, 1620 Exchange Bldg., Memphis, Tenn.

UTAH STATE DENTAL ASSISTANTS ASSOCIATION: June 12-14, Zion National Park, Utah. Secretary: Gwenverne Frampton, 714 No. University Ave., Provo, Utah.

VERMONT STATE DENTAL HYGIENISTS & ASSISTANTS ASSOCIATION: May Woodstock, Vt., Secretary: Ruth Walker, Montpelier, Vt.

WASHINGTON STATE DENTAL ASSISTANTS ASSOCIATION: May 15-17, Seattle, Wash. Secretary: Jean Hafterson, 506 South 55th Street, Tacoma, Wash.

WEST VIRGINIA STATE DENTAL ASSISTANTS ASSOCIATION: July 13-15, Greenbrier Hotel, White Sulphur Springs, West Va. Secretary: Irene Tobin, 501 Professional Bldg., Huntington, W. Va.

TWO ROADS

In the morning, when you wake,
Two roads before you lie
For the day. Which will you take,
Since either you must try?

One's the road of selfishness,
And those who travel there
Cause others sorrow and distress
By tears and frowns they wear.

And one's the road to helpfulness,
And those who pass that way
Have cheery words and smiles to bless
The ones they meet that day.

—ANONYMOUS

Reader's Comment

"Whether in jest or not, the reference to the longevity ruling for Certification as "grandmother clause" is outrageous, those who graduated high school at 18 (and in New York that's normal) were eligible after ten loyal years membership. Do ten years constitute two generations? Even Joan Bennett was more than 28 when she became "Gamma" I love the Journal, but let reason reign!"
Lee Taras, New York.

"We have just received our copy of the Dental Assistant. Please accept, and extend to your staff, our congratulations for a job well done.

The composition is excellent and, needless to say, we are well pleased with our advertising.

Our company wishes to be included among your friends and to be counted on for assistance whenever needed."

Mr. Harold Kehoe, Marketing Manager
The Weber Dental Manufacturing Co.

EDUCATION, EFFICIENCY, ETC.

(Continued from page 14)

It is the aim of the A.D.A.A. that every dental assistant shall become a professional woman in the highest sense of the word, and all that it implies, and that they shall be recognized as such by the dental profession." SERVICE: We must consider the society in which we (as individuals) stand, not forgetting the multiple unit, and exemplify our motto in our daily contacts with "Loyalty" and "Service," for without *loyalty* the result of our *service* for quality, as an assistant to our employer, would be lacking in credit to our local society—thus being more of a disgrace than an honor to our unit. Meetings of this nature will promote interest in the cause of our organization, let us have more of them.

Thank God every morning that you have something to do that day, whether you like it or not. Being forced to work, and forced to do your best, will breed in you temperance and self-control, diligence and strength of will, cheerfulness and contentment, and a hundred other virtues which the idle never know.

—CHARLES KINGSLEY

American Dental Assistants Certification Board, Inc.

ANNOUNCEMENTS FROM THE CERTIFICATION BOARD

We wish to announce that because of the bulk of work handled by the office of the Secretary-Treasurer of the Certification Board, an Assistant to the Secretary is now taking care of ALL correspondence concerning dates for examination, requests for applications, screening of such applications, acknowledgement of same to state, or local secretaries, sending of examinations to the Examining Chairman, acknowledgement to those who have successfully passed and the mailing of certificates and emblems.

It is with pleasure we welcome the new Assistant to the Secretary.

Mrs. Annette Stoker
103 Midland Avenue
Glen Ridge, N. J.

Individual problems or questions may continue to be addressed to the Chairman or the Secretary-Treasurer.

To avoid any delay or disappointment we request that you read the above carefully.

Thank you for your cooperation.
Ruth V. Doring, Chairman

State secretaries are asked to give prompt attention to all requests for applications for the Annual Examination for Certification. To avoid delay please check thoroughly the applicant's membership record, length of employment and notarized to see that they conform with the rules.

Applicants must be sure they have the proper qualifications before applying. The examination fee of \$10.00, made payable to the American Dental Assistants Certification Board, Inc., should be forwarded with the application to the Assistant to the Secretary, Annette Stoker, 103 Midland Avenue, Glen Ridge, New Jersey, before the deadline date.

Grace Robinson, Secretary

The Annual Examination for Certification will be held in St. Louis, Missouri, on Saturday, September 6, 1952. The time and place will be announced at a later date.

Applicants for examination should request application blanks from the secretary of their state association, or local, where no state society exists, before June 1, 1952. No applications will be accepted for the Annual Examination after August 1, 1952.

The Annual Examination will not be given to less than five candidates.

Ruth V. Doring, Chairman

IN MEMORIAM

Helen Sanderson, Greenville, S. C., member of South Carolina State Dental Assistants Association, passed away August 17, 1951.

Mrs. Rebecca Davis, Greenville, S. C., Vice-President of the South Carolina Dental Assistants Association, passed away January 5, 1952.

Mrs. Mae Cowell, Sioux City, Iowa, active member of Iowa State Dental Assistants Association, and former Trustee of the Northwest District, passed away in her sleep, February 3, 1952.

Clara Mae Taylor, active charter member of the Memphis Dental Assistants Society, passed away December 30, 1951.

ELEANOR MARCOU,
Chairman,
Necrology Committee

Here Comes the Band-Wagon

All Aboard For Convention City!

ST. LOUIS — SEPTEMBER 8-11

For twenty-seven years ADAA'ers from all parts of America have traveled — north, east, south and west to attend the annual meeting of the American Dental Assistants Association. Each year these members have begun the journey filled with anticipation of the things in store for them in the convention city. This year will be no exception, and all roads will lead to a clean, smoke free city, a city of 1000 amusements, a city that combines vast industrial and commercial facilities with a wealth of cultural, educational entertainment, a city that has a reputation for hospitality, a city at the crossroads of the nation, THE CITY OF ST. LOUIS.

It has been fourteen years since St. Louis was the hostess city to the A. D. A. A. Many will be in attendance this year who will remember the hospitality extended them by that hostess society fourteen years ago. For many it will be the first visit to St. Louis, perhaps even a first A. D. A. A. convention.

The pictures appearing in this issue (provided through the courtesy of the St. Louis Chamber of Commerce) give you a tempting glimpse of some of the beauty spots of our convention city; and Louise Bohny's "St. Louis Crossroads of the U. S. A." offers interesting facts about St. Louis yesterday and today.

Due to the central location of our convention city there will likely be a record attendance this year. This, combined with the news of the well laid plans for an outstanding educational and entertainment program, assures us a bang-up jamboree September 8-11 in St. Louis.

Yes, it's going to be a friendly convention; it's going to be an interesting convention; it's going to provide inspiration; it's going to be worth your while to be there. So let's all hop on the band-wagon and be there when the big day arrives.



SHERATON HOTEL — CONVENTION HEADQUARTERS

ST. LOUIS—Crossroads of The U. S. A.

By LOUISE BOHNY,
Chairman Convention Publicity
Committee

ST. LOUIS, rich in historic lore. Part Southern Belle, part European heiress, the greatest dowager city of the middle west sits in solid comfort along the western slope of "Ole Man Ribber." An old city with new ideals, its remarkable progress has marked it a City of Vision. This foremost city of the Mississippi Valley, largest between the Great Lakes and the Pacific coast offers advantages of modern Metropolitan life, with all its exhilarating stir and sparkle. Few cities can equal it in attractiveness.

A visit to the internationally famous Shaw's Garden reveals a remarkable exhibit of botanical beauty, including distinctive, strange and rare flora from many

lands. Shaw's Garden contains the largest collection of plant life in the western hemisphere and ranks second only to the famous Kew Gardens of England.

Motoring over wide and attractive boulevards, the visitor may spend many delightful hours touring the city's beautiful residential areas. Everywhere church spires and towers dot the landscape—nearly nine hundred of them in St. Louis. There are four Christian colleges and four theological seminaries located here.

St. Louis is rich in the history and traditions of pioneer America, with landmarks of dauntless men and epochal events.

At the east door of the famous Old

Courthouse there still stands the stone auction block on which slaves were sold. This historic structure also is noted as the scene of the Dred Scott slave case and the starting point of the Daniel Boone trail.

The Old Rock House, St. Louis' oldest building, still occupies its place on the river front at Chestnut Street, while a few blocks away may be found the historic Old Cathedral, on the site of which the first mass was celebrated in St. Louis, in 1764. The present edifice is more than one hundred years old. Campbell House, surviving mansion of famous "Lucas Place" with original furnishings of the golden 1850's.

The visitor to the river front area of Old St. Louis recalls that he follows the footsteps of men famous not only in the history of the city, but of the nation . . . Daniel Webster, Abraham Lincoln, Ulysses S. Grant and others who were frequent visitors or to whom St. Louis was home of headquarters. Farther south within the city, he comes to the famous St. Louis Arsenal—a most active depot for military supplies: and just outside the city along its southern boundaries, the beautiful and historic army post, Jefferson Barracks, now devoid of military activity.

LINDBERGH TROPHIES

Among the many priceless historical collections displayed in the Jefferson Memorial building are the gifts which an admiring world laid at the feet of the gallant Lingbergh; distinguished tributes from 47 nations, and marvelous works of art and craftsmanship sent from far corners of the earth to commemorate the flyer's epochal conquest of the broad Atlantic. Displayed in a great vaulted room at beautiful Jefferson Memorial in Forest Park, the exhibit — totaling more than 5,000 articles — has been viewed by more than seven million persons. It is a sight every American should see. Open daily; no admission charge.

Visiting hours: 9:30 A.M. to 5:00 P.M. daily.

UNIVERSITIES

St. Louis has, within its own environs, two distinguished universities—Washington and St. Louis Universities. Both are widely known for the excellence of their medical schools, and other departments are accorded prominent standing among the universities of the country. A Jesuit institution, St. Louis University, was the first university in the West. Its buildings, located at Grand and West Pine Boulevards westwardly in Mid-St. Louis include St. Francis Xavier's College Church. Washington University, Forsythe and Skinker Boulevards, in western St. Louis has one of the country's most beautiful campuses.

One of the largest public parks in America, Forest Park, is a veritable paradise of arboreal and floral beauty. Magnificent trees of many varieties cast their cool shadow over a vast and rolling greenward, while here and there man's handicraft has augmented nature's lavish art with picturesque lagoons, lily ponds and other landscape adornments. Even lifelong residents of St. Louis, familiar with every footpath of the park's 1,400 acres, find continuing pleasure in their daily walks or drives through its lanes and winding roadways.

In the heart of this enchanting fairy-land, the world-famous Municipal Opera is presented nightly during the summer in a splendid al fresco theatre.

In the park also will be found St. Louis' splendid Art Museum; the Jefferson Memorial, the Jewel Box, a magnificent modernistic botanical exhibit of rare beauty, and the internationally known St. Louis Zoo. A "park day" during the convention in St. Louis will be an unforgettable experience to rank with the high spots of the convention trip.

Today blue skies look down upon visitors to the "City of a Thousand Sights," and nowhere is the golden sunshine more

appreciated than in the magnificent Memorial Plaza in the very heart of downtown St. Louis.

Here the visitor is surrounded by such handsome, new buildings as the Municipal Auditorium, the Civil Courts Building, the Federal Court and Customhouse, and the Soldiers Memorial. In the same group are the city's impressive City Hall and the Municipal Courts Building, and nearby may be seen the huge new Police Headquarters and the Central Public Library.

Immediately north of the library in the Sunken Garden of Lucas Park, a spot of serene beauty set down among the massive Federal, municipal, and commercial structures of a modern metropolis.

River trips are enjoyed by many thousands during the summer. The luxurious S. S. Admiral, the largest and finest inland passenger steamer built in America,

plies the river through the summer months with throngs of pleasure seekers. Air-conditioned, complete with dance hall, cocktail lounge, restaurant, the Admiral has five decks with a top sun-and-moon deck for romantic lounging and sight seeing. It makes both day and night voyages along scenic sections of the river.

The S. S. Admiral, makes daily and nightly trips all summer from the wharf at the foot of Washington Avenue.

This brief article does not permit the describing of all the outstanding features of such a city as St. Louis. It is only possible to list a few.

Our city is easy to reach by air, river, rail, or highway, and we like to think that you will find it hard to leave us. "Times change, and we with time"; but not in ways of hospitality. St. Louis welcomes you. We hope that you can prolong your visit.

"Meet us in St. Louie, Louie"

CERTIFICATION CEREMONY

(Continued from page 12)

courses during your training program. Some of these have had practical application and no doubt you have found it possible to incorporate the newly acquired knowledge into your own daily routines. Other courses have been more technical and theoretical and perhaps you have had periods of despair when it was difficult to rationalize such a course with your own office procedures or responsibilities. Please do not permit yourself to become discouraged but rather may I suggest that you now sit back, relax and view your training in its broadest prospective. Whereas your previous office duties may have been carried out in much of a routine fashion, you should now be better aware of the reason "why" certain things are done and "why" they are done a certain way. You should now understand the reasons why your doctor performs some of his routines. This I believe will make your future work more interesting. This un-

derstanding should also make it possible for you to better assist your doctor. A third and equally important advantage to your newly acquired knowledge, is the fact that you should now be better qualified to dispense public health information to your patients. In many offices you are the first and last person with whom the patient comes in contact. You have numerous opportunities for making each patient's visit a more pleasant experience and you also have the opportunity of continuing your public relations activities. Take every opportunity of educating the public for after all you and your doctor are responsible for their dental health, and we are also responsible for their education which in spite of all the magazines, newspapers, and radios, information does not reach enough people and with enough emphasis.

May your future professional life benefit from this newly gained knowledge that we may go on together fulfilling our obligation to society.



3



4



5

(1) St. Louis Art Museum

(2) St. Louis Union Station

(3) Aerial View of Downtown St. Louis
With Eads Bridge and Mississippi
River in Background

(4) Polar Bears in Forest Park Zoo

(5) The Jewel Box in Forest Park

Hotel Reservation Application . . .

93rd Annual Session
American Dental Association
September 8-11, 1952
St. Louis, Missouri

A. D. A. HOUSING BUREAU

911 Locust Street, Room 406, St. Louis 1, Missouri

INSTRUCTIONS:

Reservations for hotel accommodations may be secured by completing this application and mailing it to: A.D.A. Housing Bureau, 911 Locust Street, Room 406, St. Louis 1, Missouri.

Be sure to indicate your arrival time in St. Louis. Reservations will be held only until 6 p.m. of the day you indicate when you will arrive in St. Louis. Failure to notify the hotel of any last minute changes in your arrival time may result in cancellation of the reservation.

Names of all persons who intend to occupy the accommodations must be listed on the application. List four choices of hotels.

Confirmation will be sent indicating which hotel has accepted the reservation.

Write the A.D.A. Housing Bureau in St. Louis if you wish to cancel the reservation or make any change in your reservation and NOT the hotel to which you were assigned.

(Please print or type)

A.D.A.

Applicant:

Name _____

(Street address)

(City)

(Zone)

(State)

Arrival in St. Louis _____

a.m.

p.m. Leaving _____

Accommodations:

Hotel _____ Hotel _____
(First choice) (Third choice)

Hotel _____ Hotel _____
(Second choice) (Fourth choice)

Single occupancy, rate to range from \$_____ to \$_____ per day.
 Double occupancy, double bed, rate to range from \$_____ to \$_____ per day.
 Double occupancy, twin beds, rate to range from \$_____ to \$_____ per day.
 Suite of _____ rooms, including parlor, rate to range from \$_____ to \$_____ per day.

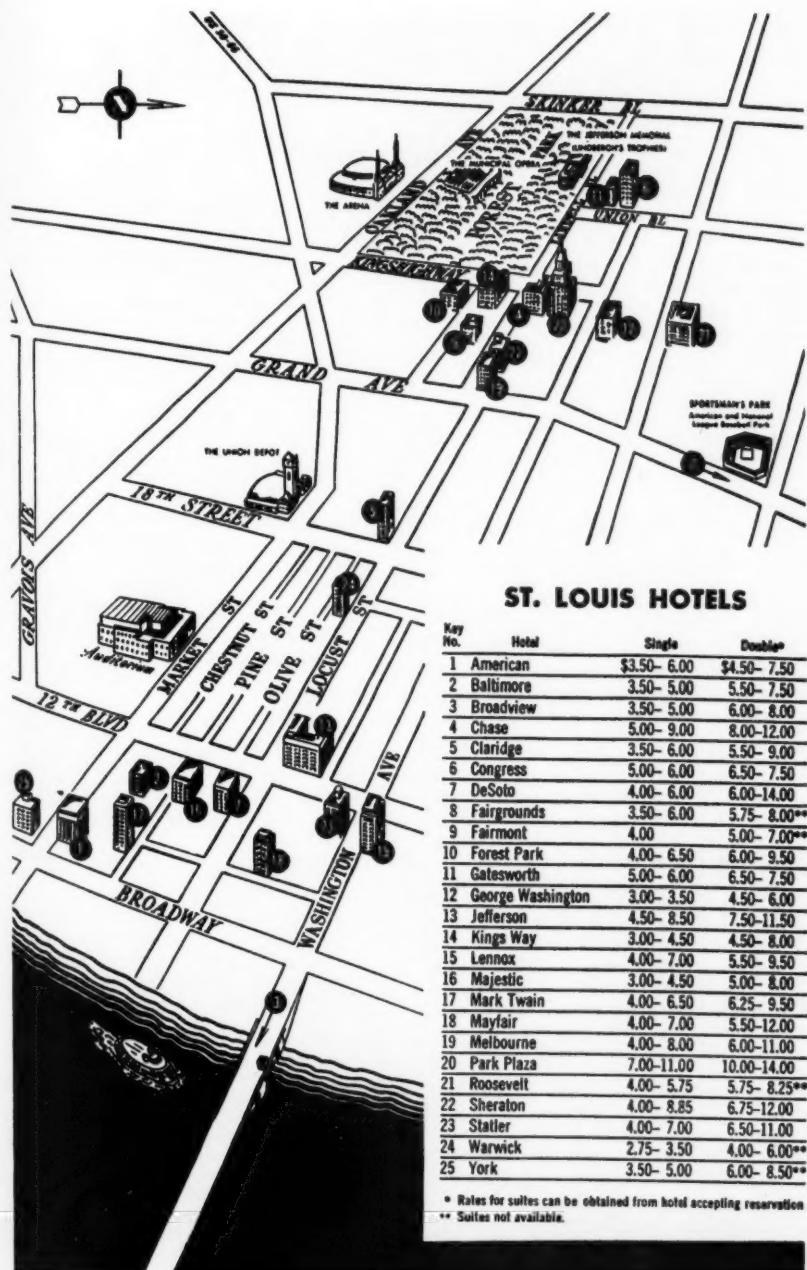
OCCUPANTS: (use an extra page for listing additional names if necessary).

Room will be occupied by:

(Name) (Address) (City) (State)

(Name) (Address) (City) (State)

A. D. A. A. HEADQUARTERS: SHERATON HOTEL



ST. LOUIS HOTELS

Key No.	Hotel	Single	Double
1	American	\$3.50- 6.00	\$4.50- 7.50
2	Baltimore	3.50- 5.00	5.50- 7.50
3	Broadview	3.50- 5.00	6.00- 8.00
4	Chase	5.00- 9.00	8.00-12.00
5	Claridge	3.50- 6.00	5.50- 9.00
6	Congress	5.00- 6.00	6.50- 7.50
7	DeSoto	4.00- 6.00	6.00-14.00
8	Fairgrounds	3.50- 6.00	5.75- 8.00**
9	Fairmont	4.00	5.00- 7.00**
10	Forest Park	4.00- 6.50	6.00- 9.50
11	Gatesworth	5.00- 6.00	6.50- 7.50
12	George Washington	3.00- 3.50	4.50- 6.00
13	Jefferson	4.50- 8.50	7.50-11.50
14	Kings Way	3.00- 4.50	4.50- 8.00
15	Lennox	4.00- 7.00	5.50- 9.50
16	Majestic	3.00- 4.50	5.00- 8.00
17	Mark Twain	4.00- 6.50	6.25- 9.50
18	Mayfair	4.00- 7.00	5.50-12.00
19	Melbourne	4.00- 8.00	6.00-11.00
20	Park Plaza	7.00-11.00	10.00-14.00
21	Roosevelt	4.00- 5.75	5.75- 8.25**
22	Sheraton	4.00- 8.85	6.75-12.00
23	Stoller	4.00- 7.00	6.50-11.00
24	Warwick	2.75- 3.50	4.00- 6.00**
25	York	3.50- 5.00	6.00- 8.50**

* Rates for suites can be obtained from hotel accepting reservation

** Suites not available.

Views of the NEWS

By BARBARA PALM



With this issue, I am concluding my duties as editor of this department. I have enjoyed the work and have greatly appreciated the cooperation of the contributors. One realizes, more than ever, the value and scope of the American Dental Assistants Association in editing a column such as this. To the new editor, Alberta Reed of Massillon, Ohio, I extend greetings and best wishes for her success.

BARBARA PALM



THANKS BARBARA

We extend our sincere thanks to Barbara Palm for the excellent work she has done the past year as Editor of The Views of the News Department of the Dental Assistant. It is with regret that we accept Barbara's resignation from the staff.

We welcome as a new member of the staff, to succeed Barbara, Mrs. Alberta Reed, 753 Franklin Road, N. E., Massillon, Ohio.

Please note this change when mailing your material for Views of the News department in the future.—V.L.C.



FIRST DISTRICT

News from Massachusetts

The Forsyth Dental Infirmary, Boston, was the scene of a meeting, March 12, of the *Metropolitan District Dental Assistants Association*. Dr. Herbert Margolin gave an interesting lecture entitled, "Dental Management of Habits of Children." Dr. Arno M. Bommer was guest speaker at the regular meeting on April 9. The last meeting of the season will be a dinner meeting on May 14, at which time installation of officers will take place.

The Worcester Dental Assistants met with

the Worcester District Hygienists at the Hotel Sheraton on March 19. After dinner, a symposium was presented by Dr. A. Karpowich, Dr. J. Rice, Dr. D. Hornbaker, and Dr. J. DiLiberto. The meeting on April 16 included a visitation by the state officers. Also featured was a fashion show.

At the April 14 meeting of the *Valley District Dental Assistants* Dr. Alex Fox spoke on "Plastic Surgery." This group held its annual rummage sale during April and as a further money raising scheme, plans to have a drawing for a radio at the May meeting at Storrtown. Also, installation of officers is slated for the May meeting.

The *Western District Dental Assistants Association* held the election of officers at the April meeting in Pittsfield and the installation of officers at the May meeting. The June meeting will feature reports on the state meeting. Cecilia Rowe is publicity chairman for Massachusetts.

SECOND DISTRICT

News from New Jersey

The *New Jersey State Dental Assistants Association* held a board meeting at the home of the president, Lillie Fairchild, on March 16.

On February 20, the *Richmond County Dental Assistants Association* held its installation of officers. Lillie Fairchild, assisted by Charlotte Myers, installed the officers.

The *Essex County Dental Assistants Association* held its capping ceremony, the first in the state, on February 27, at the Essex County High School. Dr. Murray Balsam was master of ceremonies, with Dr. Joseph Herbstmann as the principal speaker of the evening. The caps were pinned in place by the state education chairman, Florence Smith. Greetings were extended from the *New Jersey State Dental Society* by Dr. L. Sapirito, President. After the ceremony a delightful tea was given. Those capped were: Irma Adams, Lee Ann Bartotta, Sonia Bell, Ruth Doring, Lillian Fairchild, Corrine Kerns, Rose Lally, Margaret Lynch, Helen McDonald, Hedy Meyer, Charlotte Myers, Miriam Randal, Stella Scheubel, Gloria Shands, Goldia Varga, and Margaret Volpe. The annual



THE JACKSON DISTRICT DENTAL ASSISTANTS SOCIETY OF MICHIGAN. Front row, left to right: Beatrice Howard, Helen Lestyan, Ethelyn Dillon, Ruth Buske, Thelma Hosson, Ruth Maino, Lillian Admire. Middle row, left to right: Harriet McIntosh, Marge Lyons, Eleanor Wolfe, Maxine Bartholomew, Mary Engle, Marjorie Ditman, Thelma Johnson, Lydia Boerner, Helen Fisher. Back row, left to right: Evelyn Needham, Marian Leubner, Shirley Allen, Lois Steenrod, Helen Beckwith, Marilyn Cheate, Elizabeth Wing, Shirley Louendusky.



INDIANAPOLIS, INDIANA DENTAL ASSISTANTS ASSOCIATION'S 1951 CERTIFICATION CLASS.—Front row left to right: Maxine Craig, Freda Lennon, Joan Dolan, Frances Dickinson, Martha Fugate. Center row, left to right: Virginia Bates, Marygale White, Betty Wilson, Mary Morgan, Alice Krick. Back row, left to right: Doris Beck, Pat Clark, Jackie Bess, Emma Adkinson.

meeting of the New Jersey State Dental Assistants Association was held April 23 at the Hotel Traymore in Atlantic City. Six clinics were presented, as well as an exhibit of posters, one of which will be sent to the annual convention. Charolette Myers has reported.

The Bergen County Dental Assistants Association announced that election of officers took place at the January meeting, held at the Y-for-all in Hackensack. In February, Dr. George Worcester gave an interesting and informative talk on the value of the fluoridation of communal water supplies. Olive McDermut sends the publicity from Bergen County. News from New York.

The Nassau County Dental Assistant's Society has been very active since the beginning of 1952. At the February meeting, the Cook's Dental Laboratories of Hempstead, N. Y. gave the members an opportunity to learn how a laboratory operates and how important is its relationship with the dental office and the dental assistant. In March the members were fortunate in hearing a noted lecturer and clinician, Dr. Stanley R. Spiro of New Hyde Park, N. Y.

His subject was "Preparation of the Patient for Procedures under Analgesia and Anesthesia." Nominations of officers for the ensuing year were held at the same meeting. Juliette Fisher furnished this report.

Members of the *Syracuse Dental Assistants Association* aided the Syracuse Dental Society with the program for Dental Health Day, held in Syracuse on February 4.

The Dental Assistants Society of the First District, N. Y., Inc., will hold its annual social on June 5 at the Three Crowns Restaurant. There will be a dinner, followed by an informal evening of music and fun. The members of the first Extension Study Course, who received their caps in October, will be the guests of honor. All members of the Society are welcome and can help the graduates celebrate by joining in the festivities.

The annual meeting of the Society will be held May 16 at the Hotel Statler. Annual reports will be presented by the officers and committees. This will be followed by election and installation of officers. The sessions of the second Extension Study Course are drawing to a close and the students will sit for the examination on May 23.



LATEST CERTIFICATION CLASS OF KANSAS CITY, MISSOURI AND SPONSORS. Left to right: Dr. Carl Matthews, President, Kansas City Dental Society, Roberta Zink, Elverna Kransbein, Irlis Heard, Juanita Evans, Dr. E. O. Gerster, Instructor.

The February meeting of the Society was devoted to clinics. Laura Browne demonstrated the use of the telephone. Correspondence including recall letters, collection letters, and thank you letters was the theme of the clinic given by Dorothy Oscar. Yolande Dreyfuss demonstrated the mounting and filing of radiographs and displayed posters which illustrated the care of the darkroom and the processing of radiographs. Helen Siptrot and Vivian Kaufman presented a large variety of helpful hints in assisting at the chair and preparing for the many operations performed daily in the dental office. In addition, they showed a valuable method of purchasing and storing dental supplies. Sterilization techniques was ably demonstrated by Margaret Coskey. The clinics were enthusiastically received by a large audience. Sylvia Danenbaum is responsible for this report.

The Dental Assistants Study Club of the Second District, N. Y. held a meeting at the Society Headquarters on April 18. Dr. Frank D'Agostino spoke on "The Role of the Dental Assistant in Educating the Public in

the Scope of Dentistry." The annual social is slated for May 16 and May 21 review awards will be presented by the Planning Committee. Belle Price is publicity chairman.

FOURTH DISTRICT

The Miami Dental Assistants held their annual Christmas party in the form of a Tackie-bum party and the costumes were terrific. This affair was for collecting gifts and canned goods for the Lend-a-Hand. Also, the new officers were welcomed into office. The efforts thus far in 1952 have been toward obtaining new members and launching the 104-hour Study Course. The membership committee, headed by Lois Whitford, and the reception committee under Virginia Lockwood are working hand in hand to make the new members feel welcome and to interest them in the Association. Both the February and March meetings were held at the Robert Clay Hotel. All non-members were invited to attend. The present activities are preparations for the state meeting. About 13 girls are planning the Jax trek and are hoping to bring home the bacon. Bettie Sanks has reported for Miami.

SIXTH DISTRICT

At the January meeting of the *Evansville, Indiana Dental Assistants*, Sgt. Joe Mariotti of the Marines and Navy Chief Frank Slinker presented films on "Bombs over Tokyo," a film of Marines in action in World War II, and "From Chosin to Hungnam," a Korean war film. Bettie Russell was in charge of the program. A lovely chicken dinner preceded the program at the Belvedere Dining Room. Seven local dental assistants have completed the Certified Red Cross First Aid Course. They are: Bettie Russell, Matilda Turley, Dorothy Morris, Georgia Drier, Mary Cain, Jean Sullivan, and Lois Kelly. The news from Evansville has been contributed by Lois Kelly.

News from Wisconsin

The *Southern Wisconsin Dental Assistants Association* met at Madison on February 20. The scene was the Capitol Hotel and a feature of the evening was the installation of officers. Tollie Simley was the conducting officer and Mickey Schantz was installing officer. A representative of the Ney Gold Company showed a film. It was guest night and several of the doctors' wives were in attendance. They were most impressed with the installation service. Marie Johnson, retiring president, was presented with a gift from her officers. Betty Ayres, who has resigned, is going to Albuquerque. She received a gift for the wonderful work she performed in getting the Certification Course organized and begun. Mickey Schantz is publicity chairman for Southern Wisconsin.

News from Michigan

The annual state dental convention was held April 21 to 23 at the Statler and Tuller Hotels in Detroit. The dental assistants sponsored a benefit dance in the Arabian Room of the Tuller Hotel on April 21. All proceeds went to the Michigan League for Crippled Children. Doris Fairey was in charge of the dance arrangements and Maye Meakin arranged a luncheon party at the Parke-Davis and Company building.

The Certification classes are doing well and further it is reported that there has been a nice increase in membership. Meetings are held on the first Tuesday of each month at the Statler Hotel and attendance has been good, despite the inclemency of the weather. Recently featured guest speakers were: Dr. Frank W. Rennell, followed by Dr. Harry M. Kavanaugh, and Dr. Harry M. Nelson, President of the American Cancer Society. Sophia Plonecki reports for Michigan.

SEVENTH DISTRICT

News from South Dakota

The *Mitchell Study Club* is busy making preparations for the annual meeting to be

held May 18-20. Reservations have been made at the Prairie Room of the Lawler Hotel on May 19 for the annual banquet. Bessie Peterson, 7th district trustee, is the speaker for the evening. The Tuesday noon luncheon will take place at the Town Cafe at the Roberts Hotel, where installation of officers will be an impressive event.

The *Sioux Falls Study Club* met on March 13 at the Pine Room, Y.M.C.A. for the regular dinner meeting.

The *Watertown Study Club* met on January 28 at the Watertown Cafe. Dr. D. M. Witter presented movies pertaining to the field of dentistry, in particular the assistant's phase. The film was of great interest to the members.

The *Huron Study Club* held its regular monthly meeting on January 31, in the Marvin Hughe Hotel. Pat Walsh presided. Following a short business meeting, Mr. Paul F. Hays, Sioux Falls, spoke on dental golds and inlay investments. Rachel White reported for South Dakota.

NINTH DISTRICT

News from Oregon

The 10th annual meeting of the *Oregon State Dental Assistants Association* was held in Portland, March 3 to 5. The first business was held on Monday at the Masonic Temple. Dorothy Walker presided. Later, Dr. Walter T. McFall addressed the group on the subject of "Dental Economics." Following the second business session on Tuesday, a fashion show was presented. The general assembly convened on Wednesday. The invocation was delivered by Dr. Raymond B. Walker of the First Congregational Church. The Pledge to the Flag was led by Shirley Ludeman. The address of welcome was given by Dr. Leonard Davis, president of the Portland District Dental Society, and the response by Katherine Garson followed. Honored guests were: Dr. Willard Hurley, president of the Oregon State Dental Association, and Dr. Chalmer George, president-elect of the Oregon State Dental Association. Dr. Harold Hillenbrand, secretary of the American Dental Association, also addressed the assembly. Following this meeting, the dental assistants gathered at a Dutch Treat Get-together Luncheon. The scene was the Aero Club and the occasion was in honor of the Oregon and out-of-state clinicians. The convention chairman was Leona Thompson, assisted by Shirley Ludeman, Peggy Retzer, Helen Fossum, Marian Olanie, Connie Fraser, Peggy Skonetzni, Violet Lolley, and Shirley De Mars. The following members presented clinics: Peggy Ahern, Jean Buckniss, Bunny Gosnell, Marilyn Harlan, Anna Lou Burdette, Beverly Jean Nordquist, Norma Jorgesen, Violet Lolley, Frieda Meyers, Wynne Saunders, and the Capitol City Dental



MEMBERS OF THE BOARD OF DIRECTORS OF MICHIGAN STATE DENTAL ASSISTANTS ASSOCIATION MEET.—Front row, left to right: Eleanor Marcou, Maye Meekin, President, Dorothy Myers. Back row, left to right: Ivy Dobbie, Isabelle Hawkins, Mildred Long, Ruth Maior.

Assistants Society. It was a most successful convention.

News from Washington

The Washington State Dental Assistant Association held a board meeting, March 8, in Seattle, to plan for the state meeting, which will be held in the same city May 15-17. A wonderful meeting is being planned. Guests from Washington at the tenth annual meeting of the Oregon State Dental Assistants Association in Portland, March 3-5 were: Leona Huntley, 9th District Trustee; Vera Fuhrman, president of the Washington State Dental Assistants Association; Jean Hafterson, secretary; Joanne Knapp, state treasurer; and Marquerite Whiton from Tacoma. Jean and Joanne presented a clinic on "Handling the Child Patient" and were honored at the luncheon for clinicians. They garnered the beautiful trophy as winners of the out of state clinic.

The Yakima Society held its regular meeting on March 3. A membership drive is now under way. There are six girls eligible to take the Certification examination, to be held April 26. Ruth Lind is publicity chairman for Washington.

TENTH DISTRICT

News from Texas

The Fort Worth District Dental Assistants held its regular monthly meeting at the A. P. Gary Co. on February 19. Mary Miellmier, program chairman, introduced Miss Jessie Adams, psychologist from Texas Christian University, who spoke on charm and personality. Mr. Don Gray, with the Reliance Co. of Chicago, gave an interesting clinic on plastic inlay patterns, according to Mary Frances Bryant, reporter.

The Dallas County Dental Assistants Society, at a recent meeting, featured clinics. Clinicians were: Edna Vulk, Leta Featherstone, Viola Spence, Thelma Watts, Sallie Fuller, and Judy Nicholson. At the February meeting Dr. R. G. Dial presented "Dentistry Yesterday and Today." In March, Dr. Fuguis spoke on "Relation of Medicine to Dentistry." The doctors and their wives were guests of the dental assistants at this meeting. On April 22, Dr. Ralph Clayton delivered an address on Atomic Energy. Also, election of officers was the order of business of the April meeting. Pauline Tomlinson has reported for Dallas.

At a recent gathering of the *San Antonio Dental Assistants Association*, a report on the Certification course was given by June Mercer. Likewise, a study course for dental hygienists was discussed. Plans were formulated to send delegates to the state meeting in Fort Worth in May. Capt. Masters of Lackland Air Force Base gave a splendid talk on "Some Aspects

of Periodontia." Mary Falk has contributed the news for San Antonio.

The Houston District Dental Assistants Association met at the Santa Anita Restaurant for the February meeting. It was announced that the headquarters for dental assistants at the state meeting would be the Worth Hotel. Gloria Hannah introduced the speaker of the evening, Louise Richardt, a representative of Charles of the Ritz cosmetics. It was a most enjoyable program, according to Frances Stowell, reporter.

Fort Worth invited all dental assistants to the state meeting during the last week of April, to go Western because it is the city "Where the West Begins" and most typical for Western clothes. On Sunday evening, Western clothes were a must for the Stampede and again on Monday at the Bronc Bust. But Tuesday a change of costume was seen at a luncheon and style show at the Worth Hotel. Late Tuesday afternoon, the girls dressed Western again for a trip out to the Shangri La Guest Ranch. There was horseback riding, a hay ride, dancing and swimming. Also enjoyed by all, was a chuck wagon supper. The formal banquet and installation of officers was held Wednesday at the beautiful new Western Hills Hotel. Texas dental assistants were fortunate in having such an educational and entertaining convention.

ELEVENTH DISTRICT

News from California

The Metropolitan Oakland Dental Assistants Association met on February 12 at the Bamboo Inn for a Chinese dinner. The speaker of the evening was Mr. George Orme of Abbott's Laboratories. His subject was "Sodium Pentothal." Laverne Wagner gave a fine clinic on "Toothbrush Technic." The March 11 meeting featured Dr. Charles Sweet Jr., speaking on "The Sugar Free Diet." Also, clinics were given by Madeline Newcomb on "Parallel Technic in X-ray" and Lorna Simpson on "Collections." A drawing was held for the Merchandise club.

The Third District Dental Assistants Society of the Southern California State Dental Assistants Association held a joint meeting with the Long Beach Medical Assistants on March 27. An "Easter Parade" fashions show, featuring clothes for the well dressed career girl, was the highlight of the program. A full house was sold out to the members and friends of the two groups well in advance of the dinner meeting. The hand made duck and doll table decorations, designed by Millie Johnson and Kathryn Stephens, gave a colorful background to the occasion.

Ways and means chairman, Nesta Carr, has been busy augmenting the funds with the drawing of an electric coffee- master, a pro-



FIRST CERTIFIED GROUP IN NEW JERSEY—Seated, left to right: Irma Adams, Lee Ann Barlotta, Sonya Bell, Lillie Fairchild, Corinne Kerns, Rose Lally, Margaret Lynch, Gloria Shanda. Standing, left to right: Helen McDonald, Hedy Meyer, Charlotte Myers, Miriam Randell, Stella Scheebel, Goldia Varga, Margaret Volpe.

ject to send the delegates to the state convention. Mary Lou Crooks, clinics chairman, is responsible for arranging the fine clinics for the convention. The Long Beach Towne Hall was the setting for a most successful Open House, given by the president of Third District, Mary Joyce Patterson, for members and non-members of the Association. It was a wonderful opportunity for the new girls to become acquainted with the older members. Thanks to Rosemary Leedom for this excellent report.

The Fourth District Dental Assistants Association held the candlelight installation ceremony in January in the Patio Room of the McDonnell El Rancho. President Inga Swanson and her officers were installed by Mary Ann Whalley, second vice-president of the A.D.A.A., while Mabel Lyon and Florence Carter acted as conducting officers. Speaker of the evening was Dr. James Whitcomb Brougher, whose subject was "Looking Ahead."

Fourth District is happy to announce that the second Certification course has been started with the same enthusiasm of the first class. On February 14, the new and prospective members of Fourth District were honored at a party at the home of Dr. and Mrs. Roland A. Grubb of Glendale. An Hawaiian theme was featured. Leis were presented to Inga Swanson, Lloys Mass, vice-president, and Mrs. Grubb. Orchids were flown from Hawaii for each guest. A bouquet of American Beauty roses was presented to Dr. and Mrs. Maas in appreciation of their efforts during the last two years in the certification classes held at Hoover High School (Note . . . to members of the Honolulu County Dental Assistants Association and to your beloved Annie Kerr . . . as the girls sat and enjoyed the beautiful orchids, they were reminded of your group and felt a very close feeling of comradeship in the message imparted by the island flowers.) Mr. and Mrs. Luckyea Lau, who recently moved to this area from Honolulu, prepared a chop suey dinner. Dr. Edward Jones, personality adviser, spoke on "You." Peggy Kumm Webber has reported.

The Los Angeles Dental Assistants Association featured an interesting speaker at the March meeting. He is Dr. Louis Hirsch, a professor of optometry at the Los Angeles College of Optometry. The members learned much of vital interest regarding this and allied professions. Clinics were the feature of the April meeting. Clinicians were: Pat Martin, Gertrude Eustace, Violet Shimada, Mountjoy Lodge, and Magdalene Perrou. Pat Martin, clinics chairman, deserves a vote of thanks for arranging these fine clinics which were also given at the state convention in May. Dr. Melvin Ralston, president

of the Southern California State Dental Association, was a welcome guest speaker for the April meeting. Helen Henderson reports the news for Los Angeles.

The Southern California State Dental Assistants Association has made wonderful plans for the annual convention held at the Alexandria Hotel in Los Angeles, May 3-6. A fine educational program is featured, as well as several gay social events.

News from Hawaii

The Honolulu County Dental Assistants Association observed its third anniversary at the South Seas with a banquet. Edna Matsushita, retiring president, conducted the meeting. An impressive candlelight ceremony ushered in the new officers. Healani Doane, past president, was installing officer, with Annie Kerr as conducting officer. Norma Zulueta was awarded the loyalty trophy for twenty-two years of continuous service with Dr. Adrian Brash.

Honored guests were: Marie Ross, president of the Dental Hygienist Association; Leila Silva, director of Dental Health Education; Agnes Bickerton, supervisor of the Dental Hygiene School; Dr. and Mrs. Adrian Brash, (Mrs. Brash is president of the Honolulu County Women's Dental Auxiliary), Dr. H. Nishimura, president of the Hawaii Territorial Dental Society, and Mrs. Nishimura; Dr. Allen M. Ito, president of the Honolulu County Dental Society, and Mrs. Ito; and Dr. John Kahaleanu, advisor. Dr. John W. Dawe, advisor for the past three years for the Association, was made an honorary life member of the Association.

Healani Doane, Annie Kerr, and Geneva Kaeck provided the entertainment with favorite Hawaiian songs and hula dances. Annie Kerr reported for Honolulu.

The Berkeley Dental Assistants Association has as their educational program for the year, a study course, which will meet once a month for lecture, clinics, and discussion on problems in the field of dental assisting. The subjects for discussion are those requested by the membership. The classes will be held in the Berkeley Evening High School the second Thursday of each month, for a two hour session. The only qualifications required for enrollment is that the dental assistant be a member of the Berkeley Dental Assistants Association, and be sincerely interested in the educational aspects of the classes. So far, the response to the proposed program has been met with enthusiasm and co-operation.

This study class has no connection with, or is any part of the Certification Study Course and examination, which so many of our members have already completed. It is entirely a local education program which we

feel will accomplish much toward the goal of becoming more efficient, better qualified and educated dental assistants. To be better able to assist our doctors, in all phases of our profession, is one of the paramount aims of all dental assistants associations; with this in mind, our study class was formed.

It has been suggested that other local societies might be interested in a similar program for their members. This study course is a program that all local Education Chairmen might wish to discuss with their membership. All that is needed for the success of such a project is the interest and co-operation of your members.

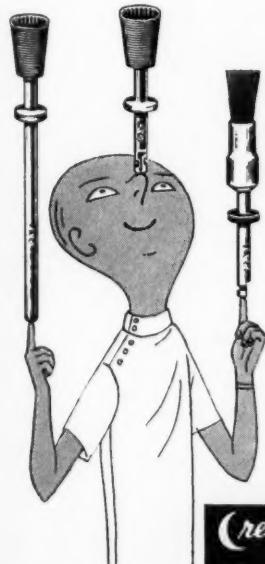
The theme for the year, our President of A.D.A.A., Steve Ann Montgomery, has adopted is Enthusiasm. That is the spirit with which our study class has been received.

Betty Stevens—Ed. Ch. B.D.A.A.



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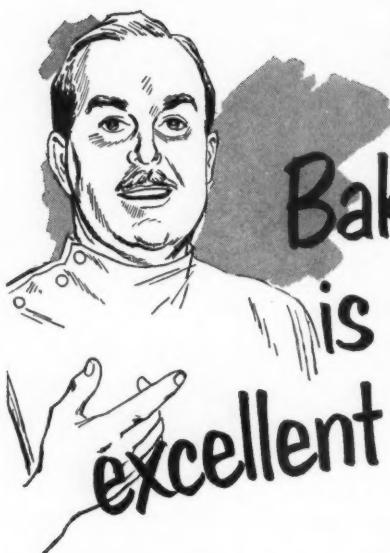


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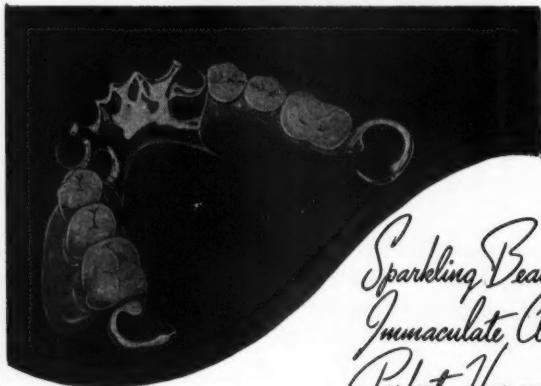
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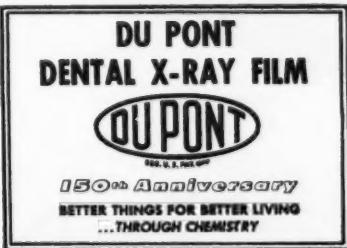
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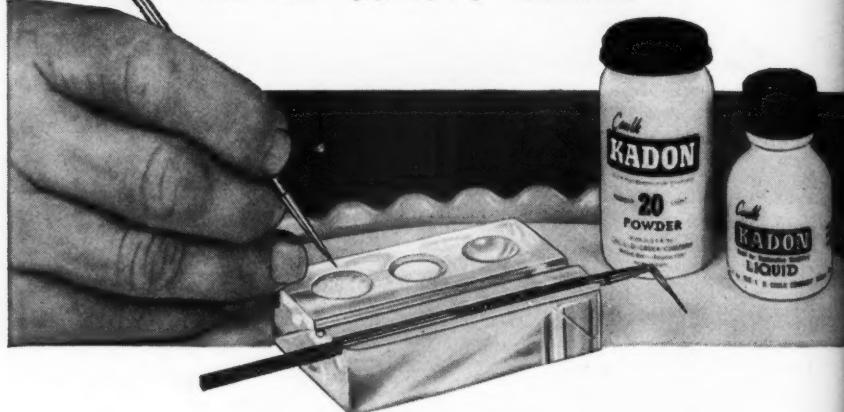
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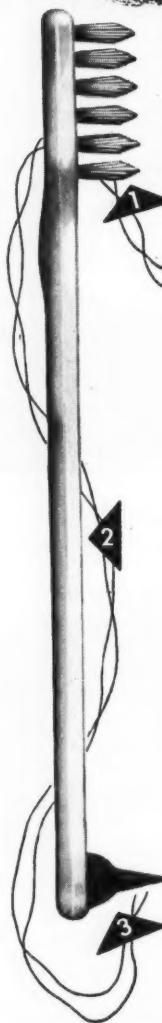
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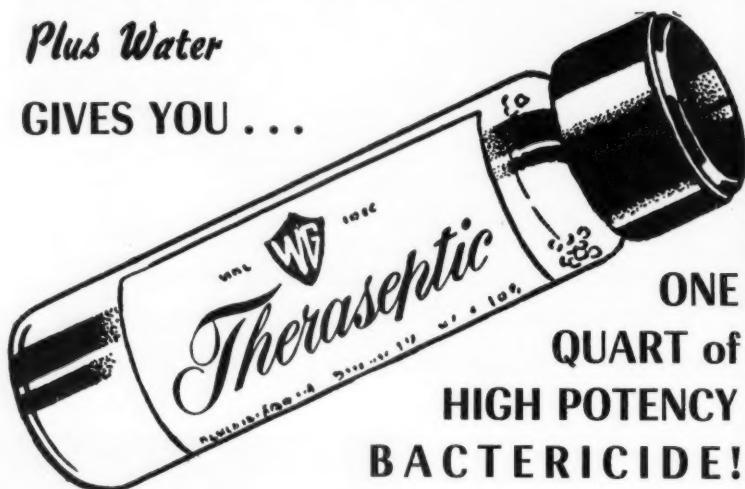
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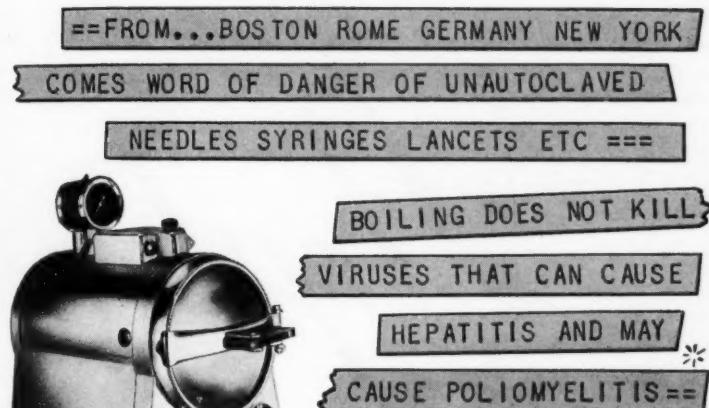
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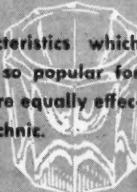
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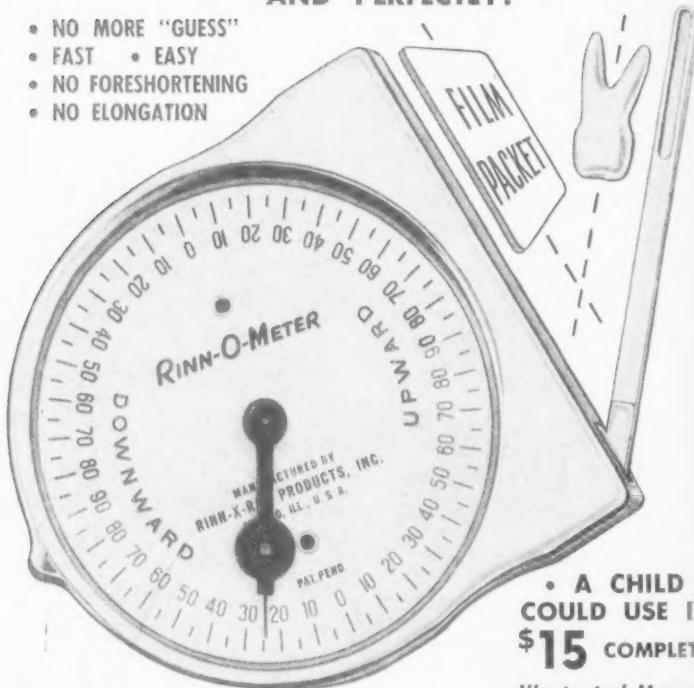
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